

JASPER COUNTY
PUBLIC LIBRARY

2008

BOARD MINUTES

2008





JASPER COUNTY PUBLIC LIBRARY

www.jasperco.lib.in.us

☐ Rensselaer Public Library, Headquarters
208 West Susan Street
Rensselaer, Indiana 47978-2447
219 • 866-5881
Fax 219 • 866-7378

☐ DeMotte Public Library
901 Birch Street SW
P.O. Box 16
DeMotte, Indiana 46310-0016
219 • 987-2221
Fax 219 • 987-2220

☐ Wheatfield Public Library
350 S. Bierma Street
Wheatfield, Indiana 46392-7396
219 • 956-3774
Fax 219 • 956-4808

President:

Sue Deardorff

Phone

[REDACTED]

Term Expires

[REDACTED]

Appointed By

Co. Commissioners

Vice-President:

Anne-Marie Egan

[REDACTED]

[REDACTED]

Rensselaer Central
School Board

Secretary:

Jody Melton

[REDACTED]

[REDACTED]

Pres. KV & West Central
School Boards

Treasurer:

Natalie Waling

[REDACTED]

[REDACTED]

County Council

Asst. Treasurer:

[REDACTED]

[REDACTED]

[REDACTED]

Rensselaer Central
School Board

Joan Floyd

[REDACTED]

[REDACTED]

County Commissioners

Timothy Schultz

[REDACTED]

[REDACTED]

County Council

2008 Board Members

	<u>Phone</u>	<u>Term Expires</u>	<u>Appointed By</u>
President: Sue Deardorff [REDACTED] [REDACTED]	[REDACTED]	December 31, 2010	Co. Commissioners
	email: [REDACTED]	OR [REDACTED]	
Vice-President: Anne-Marie Egan [REDACTED] [REDACTED]	[REDACTED]	May 9, 2009	Rensselaer Central School Board
	email: [REDACTED]		
Secretary: Jody Melton 910 Dogwood St., SW [REDACTED]	[REDACTED]	August 2, 2011	Pres. KV & West Central School Boards
	email: [REDACTED]	or [REDACTED]	
Treasurer: Natalie Waling [REDACTED] [REDACTED]	[REDACTED]	December 31, 2009	County Council
	email: [REDACTED]	or [REDACTED]	
Asst. Treasurer: Mari Anne Sayler [REDACTED] [REDACTED]	[REDACTED]	May 9, 2010	Rensselaer Central School Board
	email: [REDACTED]		
Joan Floyd [REDACTED] [REDACTED]	[REDACTED]	December 31, 2011	County Commissioners
	email: [REDACTED]		
Timothy Schultz [REDACTED] [REDACTED]	[REDACTED]	June 30, 2012	County Council
	email: [REDACTED]		

2008 Board Members

	<u>Phone</u>	<u>Term Expires</u>	<u>Appointed By</u>
President: Sue Deardorff [REDACTED]	[REDACTED]	December 31, 2010	Co. Commissioners
	email: [REDACTED]	OR	[REDACTED]
Vice-President: Anne-Marie Egan [REDACTED]	[REDACTED]	May 9, 2009	Rensselaer Central School Board
	email: [REDACTED]	OR	[REDACTED]
Secretary: Jody Melton [REDACTED]	[REDACTED]	August 2, 2011	Pres. KV & West Central School Boards
	email: [REDACTED]		
Treasurer: Natalie Waling [REDACTED]	[REDACTED]	December 31, 2009	County Council
	email: [REDACTED]		
Asst. Treasurer: Mari Anne Sayler [REDACTED]	[REDACTED]	May 9, 2010	Rensselaer Central School Board
	email: [REDACTED]		
Joan Floyd [REDACTED]	[REDACTED]	December 31, 2011	County Commissioners
	email: [REDACTED]		
Timothy Schultz [REDACTED]	[REDACTED]	June 30, 2008	County Council
	email: [REDACTED]		

**Bylaws of the Board of Trustees
of the
Jasper County Public Library**

ARTICLE I

ORGANIZATION

- Section 1 **Name.** The name of this board shall be the Board of Trustees of the Jasper County Public Library, hereinafter referred to as "the Board".
- Section 2 **Organization.** The Board is a Class One Public Library operating under the Public Library Law of 1947 and the Library Services Authority of 1967 of the State of Indiana. The Board exercises the powers and authority and assumes the responsibilities delegated to it under the provisions of I.C. 36-12.

ARTICLE II

STATUTORY AUTHORITY

The Board shall govern and set policy for all of the affairs of the public library under the provisions of I.C. 36-12-3-3. It may make rules for the discharge of its responsibilities, and it may manage and insure all real property belonging to the public library.

ARTICLE III

PURPOSE AND DUTIES

- Section 1 The Board shall govern and set written policy for the library. It has the power to make all rules and regulations for the discharge of its responsibility.
- Section 2 The Board shall employ a competent and qualified library Director to carry out its policies, under provisions of I.C. 36-12-2-24.
- Section 3 The Board shall plan for the future of the library in light of the needs of the community, securing adequate facilities and funds to carry out the library's program of service.

Section 4 The Board shall monitor and evaluate the overall effectiveness of the library.

Section 5 The Board shall act as an advocate for the library in the community and advocate for the community as a Board.

ARTICLE IV

TRUSTEES

Section 1 **Appointments**. The application, appointment, term and removal of trustees shall be in accordance with provisions of I.C. 36-12-2-7 to 9 and I.C. 36-12-2-11 and I.C. 36-12-2-18 to 20.

Section 2 **Compensation**. According to the provisions of I.C. 36-12-2-21, members of the Board shall serve without compensation. A board member may not serve as a paid employee of the public library.

ARTICLE V

MEETINGS

Section 1 **Open Door Law**. Meetings of the Board are subject to Indiana's Open Door Law, I.C. 5-14-1.5. All meetings of the Board, except necessary executive sessions, shall be open to the public.

Section 2 **Meetings**. The Board shall meet at least monthly, and at any other times a meeting is necessary, under provisions of I.C. 36-12-2-23.

Section 3 **Regular monthly meetings**. Meetings will be held in the second week of the month.

Ten meetings will be held at the Rensselaer Library, one meeting per year will be held at the DeMotte Library and one per year at the Wheatfield Library. Dates and places for the following year will be determined annually.

Section 4 **Special meetings**. Special meetings may be called by the President or by any two board members, provided that all members are given prior notice, written or oral, of the date, time,

place and purpose of such meetings, according to provisions of I.C. 36-12-2-23. Public notice must also be given of such meetings, in accordance with provisions of I.C. 5-14-1.5-5.

Section 5 **Executive sessions.** Executive sessions may be called by the President or any two (2) Board members and must appear on the agenda of the meeting. Executive sessions may be held only in the following instances under provisions of I.C. 5-14-1.5-6 :

where authorized by federal or state statute

for discussion of strategy with respect to: collective bargaining; initiation of litigation or pending or threatened litigation; the implementation of security systems; the purchase or lease of real property

interview with industrial or commercial prospects or their agents

with respect to any employee's status or alleged misconduct

for discussion of confidential records

to discuss job performance evaluation of individual employees

Section 6 **Quorum.** For all board meetings, four (4) members shall constitute a quorum.

Section 7 **Majority vote.** An affirmative vote of the majority of all board members present shall be necessary to approve any action before the board.

Section 8 **Conduct of meetings.** Conduct of all meetings will be according to the most recently revised edition of Robert's Rules of Order.

Section 9 **Recommended order of business**

Executive session (when necessary)

Approval of agenda format and of consent agenda items

General business

Director's Report

Items for future agendas

Public forum

Adjournment

Section 10 **Director.** The Director as advisor to the Board and committees shall, unless excused, attend all meetings and take part in all deliberations but shall have no vote.

ARTICLE VI

OFFICERS OF THE BOARD

Section 1 The Board shall elect annually a President, Vice-President, Secretary and Treasurer, under provisions of I.C. 36-12-2-23. Terms of office shall begin on January 1. Officers shall be elected for no more than two (2) consecutive terms in the same office.

Section 2 **President.** The president shall preside at all board meetings, appoint all standing or special committees and perform other duties normally associated with the office or assigned by the Board.

Section 3 **Vice-president.** The vice-president shall preside over meetings in the absence of the president and shall perform such duties assigned by the President.

Section 4 **Secretary.** The secretary shall oversee minute-taking and correspondence done by library staff on behalf of the Board. The Board treasurer shall be the Assistant Secretary, acting in the absence of the Secretary.

Minutes will record the following: date, time and place of meeting; members present; general substance of all matters proposed, discussed or decided; results of all votes taken, by individual members if there is a roll call, under provisions of I.C. 5-14-1.5-4b.

The minutes shall be available within one week after the meeting and are open for public inspection and copying, according to provisions of I.C. 5-14-1.5-4c.

Section 5 **Treasurer.** The treasurer shall be responsible for insuring that adequate financial records are kept by library staff, accurate and timely financial reports are delivered to the board and an audit of the system's finances is completed bi-annually.

The treasurer shall issue warrants which are approved by the board in payment of expenses lawfully incurred in behalf of the library. At each November meeting, the board will appoint a board member to act as assistant treasurer for the following year.

The treasurer shall give a surety bond for the faithful performance of his/her duty and for the accurate accounting of all money coming into his/her custody, in accordance with I.C. 36-12-2-22. Any other officer authorized by the Board to sign checks shall also give such bond.

Section 6 **Nominating Committee:** The Nominating Committee shall present a slate of officers at the November meeting. The Board shall elect officers at the December meeting. Nominations will be accepted from the floor but must have a second and the consent of the nominated trustee. If there are nominations from the floor, voting shall be by written ballot; otherwise, election shall be by consensus.

Section 7 **Vacancies.** When officer vacancies occur, the President shall appoint a replacement who will serve for the unexpired term only. If the appointment is for less than six months, the term will not be counted as a one (1) year term of office. Appointee may then serve for two additional terms in that same office if elected.

ARTICLE VII

FINANCES

Section 1 **Finance powers.** The Board shall have such finance powers as are set forth in I.C. 36-12-3-10, shall establish funds to keep money and securities of the library, in accordance with I.C. 36-12-3-11, shall invest excess funds in accordance with I.C. 5-13-9.

Section 2 **Borrowing.** Any funds authorized by law to be borrowed, may be borrowed only by resolution of the Board; however, the execution of any documents related to the borrowing may be executed by any two Board officers.

Section 3 **Special Board of Finance.** The full Board shall constitute the Special Board of Finance which shall meet as designated by I.C. 5-13-8 and shall maintain the same officers as the Library Board.

ARTICLE VIII

COMMITTEES

- Section 1 The President shall appoint 3-member standing committees at the January meeting. Standing committees shall consist of the Budget Committee, Bylaws and Policy Review Committee, Director's Evaluation Committee, and Nominating Committee.
- Section 2 Other committees shall be appointed at the discretion of the President.

ARTICLE IX

ROLE OF THE DIRECTOR

The Director, as the administrative head of the library, shall be responsible to the Board for the operation and management of the library. The Director shall also act as advisor to the Board and its committees. The Board shall maintain a current written job description for the Director, which sets forth, in detail, the role of the Director.

ARTICLE X

AMENDMENTS

- Section 1 Amendments to these bylaws may be proposed at any meeting of the Board.
- Section 2 Voting on any proposed amendment will not occur until the next regular meeting following its proposal.

3/95; rev. 12/95; 2/97; revised 2/98; 3/00; revised 9/06

Library Board Committees 2008

Budget Committee: Natalie Waling, chair; Anne-Marie Egan; Mari Anne Sayler

Meets in July or early August to review next year's budget proposal prepared by library staff. Adjustments are made and committee presents final recommendation to the full board at the August meeting.

Director's Evaluation Committee: Tim Schultz, chair; Joan Floyd; Jody Melton

Director evaluation forms distributed to director and board members at the April board meeting. (The committee may wish to meet earlier to examine the evaluation form and determine if any changes should be made.) Before the May meeting, committee receives all board members' evaluations of the director as well as the self-evaluation by the director. The committee uses these to prepare a written evaluation of the director. At an executive session at the May board meeting, this evaluation is discussed by the whole board and then given to the director.

Bylaws and Policy Review Committee: Mari Anne Sayler, chair; Sue Deardorff; Natalie Waling

Sometimes meets in January to make changes to the Policy Review Schedule, to decide if new policies should be instituted during the year and schedule these, and to determine how to proceed during the remainder of the year. (This was deemed unnecessary in 2005.)

Past procedure has been for the director to recommend changes in policies to the policy committee before the policy is to be reviewed by the board. Committee members then notify the director whether or not they concur with proposed changes (or if they would like to propose other changes). If the issue is complicated and there is disagreement, a committee meeting will be held. If committee members concur, no meeting is needed and the director prepares the recommendation of the policy committee for a report to the full board.

Nominating Committee: Anne-Marie Egan, chair; Joan Floyd; Jody Melton

In October, the nominating committee prepares a slate of officers for the following year. This slate is presented to the board by the committee at the November board meeting. The board elects officers at the December meeting. Officers can serve in the same position only two consecutive years.

2008 Budget

1 PERSONAL SERVICES

1.1	Salaries and wages	
1.11	Salary of librarian	\$51,686
1.12	Salary of Assistants	\$857,124
1.13	Wages of Janitor	\$57,644
1.2	Employee benefits	
1.21	Employer: FICA	\$70,688
1.22	Unemployment Comp	\$5,585
1.23	Employer: PERF	\$63,748
1.24	Employer: Group Insur.	\$89,736
1.31.	Other Personal Services	\$0
	Total Personal Services	\$1,196,211

2 SUPPLIES

2.1	Office supplies	
2.11	Official records	\$950
2.12	Stationery/printing	\$550
2.13	Other office supplies	\$10,000
2.2	Operating supplies	
2.21	Cleaning/sanitation	\$4,750
2.22	Fuel/oil/lubricants	\$0
2.23	Other operating supplies	\$5,300
2.3	Repair/maintenance supplies	
2.31	Building materials	\$750
2.32	Painting supplies	\$200
2.33	Repair parts	\$300
2.4	Other supplies	
2.41	Library supplies	\$12,950
2.42	Marketing	\$150
	Total Supplies	\$35,900

3 OTHER SERVICES/CHARGES

3.1	Professional services	
3.11	Consulting services	\$0
3.12	Engineer/Arch Services	\$0
3.13	Legal services	\$2,500
3.14	Other profess. services	\$6,891
3.2	Communication/Transportation	
3.21	Telephone	\$2,300
3.22	Postage	\$4,000
3.23	Traveling expenses	\$18,400
3.24	Professional mtgs	\$10,022

3.25	Freight/Express	\$2,000
3.26	Network expenses	\$30,600
3.3	Printing/Advertising	
3.31	Adv/Public. of notices	\$900
3.32	Printing (not offc. supply)	\$0
3.33	Marketing advertising	\$800
3.4	Insurance	
3.41	Official bonds	\$255
3.42	Other insurance	\$25,529
3.5	Utility services	
3.51	Gas	\$45,000
3.52	Electricity	\$62,000
3.53	Water	\$1,020
3.54	Waste disposal service	\$4,060
3.6	Repairs/maintenance	
3.61	Bldgs/Structures	\$51,777
3.62	Equipment	\$700
3.7	Rentals	
3.71	Real estate	
3.72	Equipment	\$240
3.91	Dues	\$2,312
3.92	Interest on loans	\$0
3.93	Taxes/Assessments	\$325
3.94	Transfer to LIRF	\$30,000
3.95	Book reimbursement	\$100
3.96	Petty cash	\$120
3.97	Interview/moving expense	\$0
3.98	Maintenance contracts	\$66,195

Total Other Services/Charges	\$368,046
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4 CAPITAL OUTLAYS

4.1	Land	
4.2	Buildings	
4.3	Improvements	\$0
4.4	Furniture/equipment	\$10,346
4.5	Other capital outlays	
4.51	Books	\$144,000
4.52	Periodicals,newspapers	\$20,180
4.53	Nonprint materials	\$72,800

Total Capital Outlays	\$247,326
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FUND TOTAL	\$1,847,483
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Board Meeting Dates

2008

**Meetings are held at 7:00 P.M. at the Rensselaer Library
unless otherwise noted**

Monday, January 14

Monday, February 11

Rensselaer Librarian & Youth Services Specialist Annual Reports

Monday, March 10

Monday, April 14

Technical Services & Systems Administrator Annual Reports

Monday, May 12

Monday, June 9

Monday, July 14

Monday, August 11

Monday, August 25 (Special Budget meeting)

Monday, September 8 (at Wheatfield)

Wheatfield Librarian & Children's Specialist Annual Reports

Monday, October 13

Monday, November 10 (at DeMotte)

DeMotte Librarian & Children's Specialist Annual Reports

Monday, December 8

Tuesday, December 30 (Special Year End Meeting-time to be announced)

Holiday Schedule 2008

The Libraries will be closed on the following days:

New Year's Day: Tuesday, January 1
Memorial Day: Monday, May 26
Independence Day: Friday, July 4
Labor Day: Monday, September 1
Thanksgiving: Thursday, November 27
Christmas Eve: Wednesday, December 24
Christmas Day: Thursday, December 25
New Year's Eve: Wednesday, December 31

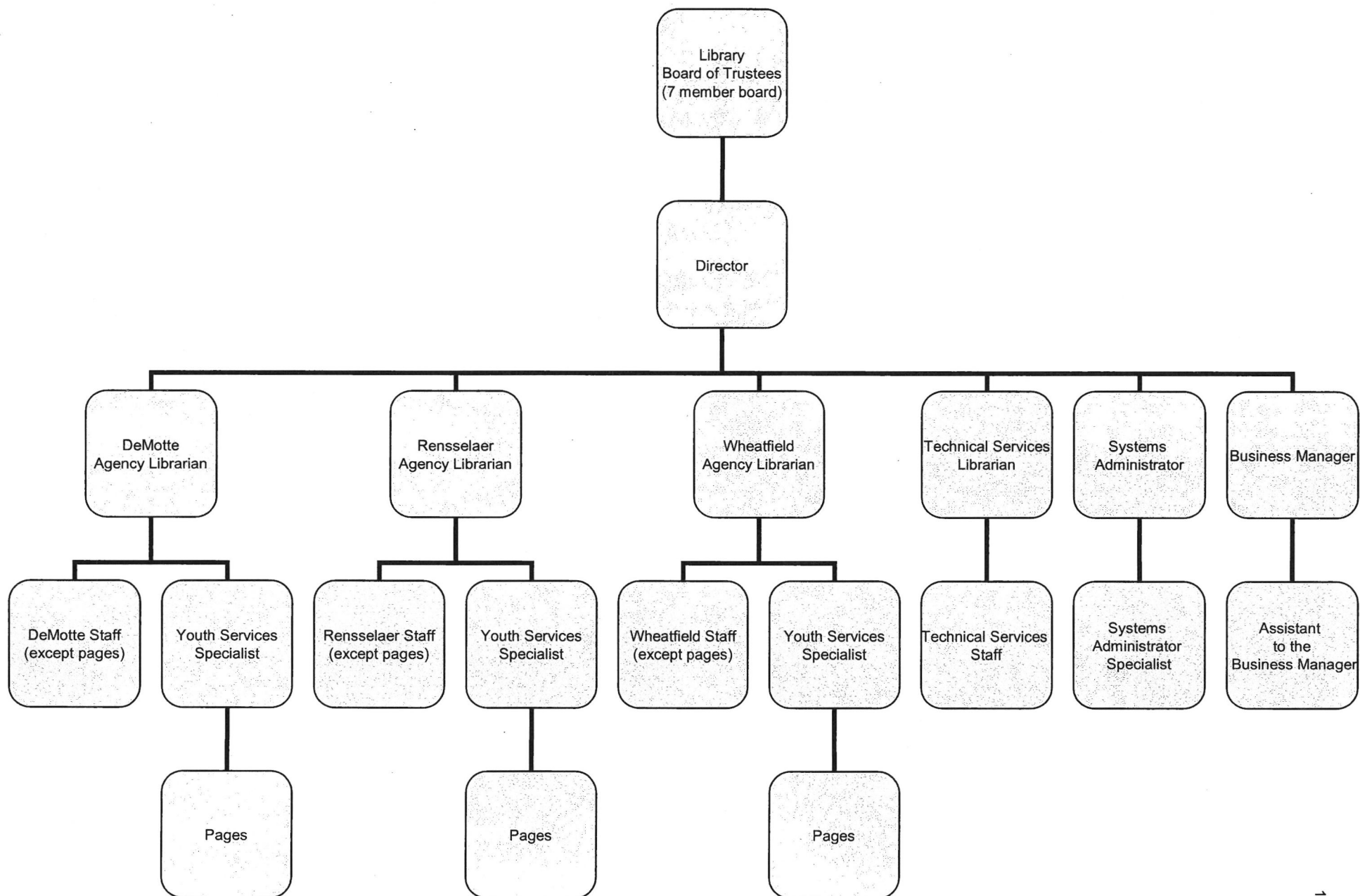
In addition, all locations will close at 5:00 PM on the day before Thanksgiving.

Employees receiving benefits will also receive a paid holiday on their birthday or another day in their birthday month. Some employees will receive a paid holiday in the month of the anniversary of their employment at JCPL, having reached a milestone anniversary at the library. A list of those eligible for this anniversary holiday will be distributed to department heads by January 1, 2008.

LIBRARY POLICY REVIEW SCHEDULE 2008

<u>Review Month</u>	<u>Policy</u>	<u>Policy Manual Page</u>
January:	Fixed Asset Policy	181
	Circulating CD ROM Policy	165
February:	Holiday Policy	127
	Library Behavior Policy	141
March:	Public Purchase Policy	175
	Board Code of Ethics	147
April:	Personnel Policy	109-119
May:	No policies reviewed	
June:	Study Room Use Policy	129
	Internet Acceptable Use Policy	151
July:	Reciprocal Borrowing Policy	159
	Fax Machine Policy	125
August:	Food, Tobacco, Drug & Alcohol Policy	157
	Walking Books Policy	167
September:	Bylaws	81-86
	Mobile Computer Lab	185
October:	Reference Policy	135
	Computer/Typewriter Use Policy	123
November:	Meeting Room Policy	101-103
	Circulation Policy	161
December:	No policies reviewed	

JCPL Organizational Chart



Employment Anniversaries

2008

1984

Jill Tachtiris (August 22)

1987

Diana Kooy (May 6) (8/22/83-5/23/84; 12/9/86-5/12/87; 5/6/88-present)

1990

Renee Carr (2/1)

1992

Marlene Beedle (January 8)

Gail Jung (August 17) (+5 years 81-86)

1994

Peggy Woods (February 1)

Rachael Cavinder (April 5) (4/5/93-9/99; 6/2/00-)

1995

Diane Opolski (December 18)

1996

Kris Hankins (July 23)

(7/23/96-12/28/96; 2/11/97-present)

Ginger Vis (July 23)

1997

Patty Stringfellow (May 12)

Linda Thompson (May 13)

Sheila Maxwell (Jul 21)

1998

Nanette Speacht (May 2)

Jennifer Douthit (May 26)

1999

Chris Cly (9/1)

Emily Duran (9/13)

2000

Beth Salyer (6/1)

2001

Denise Havens (1/18)

Mary Molenaar (2/12)

*Kim Delger (4/28) (8/28/95-4/26/96; 1/10/2002-)

2003

Elizabeth Gray (2/18)
Jamie Jones (6/2)
Kimberly Sutton (7/22)
Marion Minix (10/13)

2004

Rayann Gilmore (4/20)
Kathleen Zellon (9/4)

2005

Jean Lambert (5/23)
Doreen Wynkoop (6/9)
Carolyn DeVries (6/10)
Theresa Hamel (7/12)
Dawn Schumacher (8/16)
Susan Engelmann (9/6)
Evelyn Bristol (9/12)
Ed Young (10/3)
Robin Steele (11/14)

2006

Linda Poortenga (1/10)
Sue Tobias (04/17)
Michelle Evans (05/09)
Joseph Zellon (8/1)
Melissa Widner (8/2)
Nicole Capehart (8/10)
Leah Shanks (8/14)
Angela Barton (9/1)
Connie Rice (9/5)
Yvonne D. Del Vecchio (11/27)

2007

Stephanie Boissy (1/2)
Brenda Thompson (3/16)
Stephanie Shields (3/26)
Nancy Phillips (5/21)
Holly Salerno (8/7)
Becky Aubuchon (9/4)
Carolyn Sue (9/5)
Derek deJong (9/6)
Benjamin Hunter (9/15)
Rebecca Eenigenburg (10/17)
Angelica Potts (10/18)
Kathleen Kristoff (10/19)
Chavon Bodnar (12/8)

JAN.

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, January 14, 2008, 7pm
Rensselaer Public Library

Board of Finance Meeting

Purpose

Annual Financial Report (R 8)	Information
Accounting Practices for 2008 (R 9)	Action
Resolution to Allow Bill Payment with Prior Approval (R 11)	Action
Designate Newspapers for Publishing Notices (R 25)	Action

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items . Action

Minutes of December Board Meeting
Bills/Financial Reports
Salary Ordinance for 2008 (R 7)
Policy Review (R 10)
Workshop Requests (R 25-R 26)

General Business

Salary Schedule Revision (R 26)	Action
Oath of Office for Treasurer and Assistant Treasurer (R 26)	Action
Fendig Painting (R 26)	Action
Conflict of Interest (R 26-R 27)	Information
Committee Assignments (R 27)	Information

Director's Report (R 25-R 31) Information

Items for Future Agendas

Public Forum

Adjournment

Minutes.....December 27, 2007
Meeting of the Jasper County Public Library Board 9:00 AM
Rensselaer Library

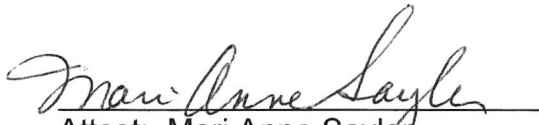
Present: Sue Deardorff, Natalie Waling, Mari Anne Sayler, Anne-Marie Egan, Patty Stringfellow

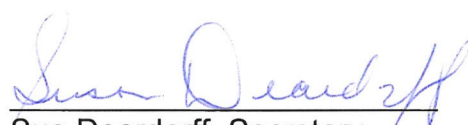
A-M Egan moved, seconded by S. Deardorff, to move the agenda item Resolution to Declare an Emergency and to Borrow From an Existing Library Fund Account to just before the agenda item Approval of Consent Agenda & Consent Agenda Items. Motion passed unanimously.

Since the Library Board has received notice from the Jasper County government that the library will not receive their complete tax draw in 2007 due to a delay in Jasper County, Indiana, S. Deardorff moved, seconded by A-M Egan, that the Jasper County Library Board declare an emergency and authorize the treasurer to borrow \$16, 329.60 from the Construction Fund to cover the end-of-year deficit in the BIRF Fund and transfer \$158,477.50 from the Construction Fund to the BIRF Fund to make the January bond payment that is due January 15, 2007. Motion passed unanimously.

The Board unanimously approved year-end bills, 2007 Encumbrances in the Operating fund, and transfers in the Operating and Capital Projects Funds on a motion by N. Waling, seconded by A-M Egan.

With no further business, the meeting adjourned at 9:20 AM on a motion by A-M Egan.


Attest: Mari Anne Sayler


Sue Deardorff, Secretary

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

December 10, 2007
Rensselaer Library

Present: Jody Melton, Anne-Marie Egan, Natalie Waling, Susan Deardorff, Joan Floyd, Timothy Schultz Jr., Patricia Stringfellow, & Gail Jung

Absent: Mari Anne Sayler

Agenda & Consent Agenda Approval: S. Deardorff moved, seconded by N. Waling, to approve the Agenda and Consent Agenda items, minutes of the November Board Meeting, monthly bills and financial reports, Salary Ordinance Update. The spelling of the last name for employee Chavon Bodnar was corrected. Motion passed.

Advanced Tax Draw: The board approved an advanced tax draw resolution in order to receive any property taxes paid since our last resolution that was submitted to the county auditor, on a motion by J. Melton, seconded by A-M Egan. Motion was unanimous.

Advanced Funding Program: Auditor is releasing over \$190,000 in property tax revenues for December. Tax bills are expected to be mailed out Dec. 28th. Taxpayers will have 30 days to pay their taxes. The 2007 tax disbursement settlements are expected to arrive at the end of February or first part of March. P. Stringfellow, library director, reported that our attorney had reviewed our Advanced Funding Program paperwork and advised that the Board pass a resolution to borrow from the Advanced Funding program if necessary and empower the director to proceed with this program if necessary. By signing the documents, we are keeping this option open without making a firm commitment. P. Stringfellow reminded the Board that establishing a Line of Credit with a local bank is still available as an alternative plan. A-M Egan moved, seconded by S. Deardorff, that the library borrow from the Advanced Funding program if necessary and empower the director to proceed with this program if necessary. Vote was unanimous.

LIRF Transfer: On a motion by S. Deardorff the board moved to transfer \$30,126 from the Operating Fund appropriation 3.94 (Transfer to LIRF) to the Library Improvement Reserve Fund. Motion seconded by N. Waling. All were in favor.

2008 Salary Increase: The 2008 budget allows for a 3% salary increase in January and an \$.80 compression wage increase across classifications in July to address the required federal minimum wage hike. J. Melton moved, seconded by S. Deardorff, to approve a 3% salary increase in January and an \$.80 compression wage increase across classifications in July for staff. Motion passed unanimously.

2008 Slate of Officers: On a motion by A-M Egan, seconded by J. Melton, the board approved the slate of officers as presented. President – S. Deardorff, Vice-president – A-M Egan, Secretary – J. Melton, Treasurer – N. Waling, & Asst. Treasurer – M. Sayler. Motion passed.

Year-end Board Meeting: The board will meet December 27th at 9:00 AM in the Rensselaer Library Meeting Room to approve encumbrances, transfers, and final 2007 bills. A-M Egan, S. Deardorff, M. Sayler will attend with N. Waling or T. Schultz completing the quorum.

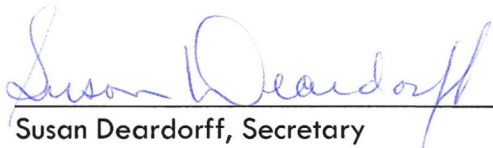
Director's Report: With the advent of self-check in 2008, bar code changes will be instituted to make for easier scanning for patrons. A "Staff Must Know List" is currently under-construction with the final document to be included in a future board packet. Teen Programs at Rensselaer headed by Angela Barton are generating more and more enthusiasm. Even the guys are participating on the teen board. A game cube system has been donated to the library and will be incorporated into teen programming.

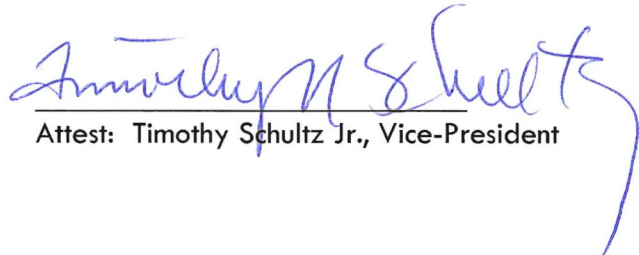
In Wheatfield the bowling alley is mostly framed now. The new subdivision is coming along as well. The town is looking into turning a small retention pond area into a wetland similar to the library's

Items for Future Agendas:

The salary schedule that is a part of the Personnel Policy has been reviewed. Recommendations will be available for Board consideration and approval at the January board meeting. The Library Board approved Long Range Plan states "The library will obtain, train, and retain a highly qualified, effective staff of service-oriented employees to help achieve its goals. The library will ensure salary and benefits are competitive. Director will periodically review salaries and benefits of area libraries, schools, and agencies in preparation for revision of the Personnel Policy."

Adjournment: With no further matters for discussion, A-M Egan moved to adjourn at 7:50 PM.


Susan Deardorff, Secretary


Attest: Timothy Schultz Jr., Vice-President

December 2007

December 2007

[illegible][illegible]

MONTHLY SYSTEM STATISTICS	2006	2007	% change
Current month's Circulation	18,611	19,535	5.0%
Jan. to date circulation	299,114	305,366	2.1%

CIRCULATION BY HOLDINGS CODE
December 2007

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	1	0	0	1
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	11	0	0	11
Award Winner JNF (DAJNF)	4	0	0	4
Award Winner JPFIC (DAJPBF)	1	0	0	1
Award Winning fiction (DAWFIC)	6	0	0	6
Award Winning non-fiction (DAWNF)	0	0	0	0
Award Winner YAFIC (DAYAF)	2	0	0	2
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	50	6	2	58
Books on CD (DBKCD)	81	4	3	88
Books on Tape (DBKT)	18	3	2	23
Compact Disc (DCD)	309	9	3	321
Digital Audiobooks (DDA)	2	0	0	2
DVD (DDVD)	1086	8	5	1099
Equipment (DEQP)	29	0	0	29
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	48	0	0	48
Fiction (DFIC)	955	48	9	1012
Fiction Fantasy (DFICF)	24	0	3	27
Fiction Mystery (DFICM)	160	12	6	178
Fiction New (DFICNEW)	0	0	0	0
Fiction Science Fiction (DFICSF)	19	0	0	19
Fiction Western (DFICW)	38	0	0	38
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	1	0	0	1
Hanging Bags (DHANG)	11	0	0	11
ILL (DILL)	38	2	0	40
Internet (DINTER)	951	0	0	951
Juv. Audio book (DJAUSB)	0	0	0	0
Juv. Biography (DJBIO)	36	1	0	37
Juv. Book on CD (DJBKCD)	4	0	0	4
Juv. Book on Tape (DJBKT)	4	1	1	6
Juv. Compact Disc (DJCD)	18	0	0	18
Juvenile Easy (DJE)	375	11	2	388
Juv. Easy Non-fiction (DJENF)	0	0	0	0
Juv. Easy Reader (DJER)	202	4	1	207
Juv. Fiction (DJFIC)	348	10	27	385
Juv. Holiday books (DJHOL)	61	2	0	63
Juv. Magazine (DJMAG)	50	0	2	52
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	364	9	4	377
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	0	0	0	0

Juv. Toddler (DJTOD)	89	0	1	90
Large Print Fiction (DLPF)	82	2	2	86
Large Print Nonfic (DLPNF)	4	0	0	4
Magazine (DMAG)	739	0	3	742
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	15	1	0	16
Nonfiction 100 (DNF100)	21	4	0	25
Nonfiction 200 (DNF200)	28	1	3	32
Nonfiction 300 (DNF300)	58	3	2	63
Nonfiction 400 (DNF400)	0	0	0	0
Nonfiction 500 (DNF500)	1	0	0	1
Nonfiction 600 (DNF600)	21	0	0	21
Nonfiction 700 (DNF700)	0	0	0	0
Nonfiction 800 (DNF800)	0	0	0	0
Nonfiction 900 (DNF900)	3	3	0	6
Nonfiction DVD (DNFDVD)	11	0	0	11
Nonfiction (DNFIC)	438	37	18	493
Nonfiction New (DNFNEW)	0	0	0	0
Nonfiction VHS (DNFVHS)	15	1	0	16
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	3	0	0	3
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	22	0	0	22
Software (DSWAR)	52	6	0	58
Vertical File (DVF)	3	0	0	3
VHS (DVHS)	282	5	3	290
YA Audio book (DYAUSB)	0	0	0	0
YA Biography (DYAB)	0	0	0	0
YA Books on CD (DYABKCD)	0	0	1	1
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	89	2	0	91
YA Nonfiction (DYANF)	9	1	0	10
YA Paperback Fic (DYAPBF)	53	1	2	56
Storage (DZSTO)	1	0	0	1
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	2	49	1	52
Books on CD (RBKCD)	4	155	0	159
Books on Tape (RBKT)	5	50	1	56
Compact Disc (RCD)	15	320	4	339
Digital Audiobooks (RDA)	0	4	0	4
DVD (RDVD)	5	1827	3	1835
Equipment (REQP)	0	77	0	77
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	56	0	56
Fiction (RFIC)	26	1090	17	1133
Fiction New (RFICNEW)	0	0	0	0

Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	16	0	16
Hanging Bag (RHANG)	0	13	0	13
ILL (RILL)	0	47	0	47
Internet (RINTER)	0	1933	0	1933
Juv. Audio book (RJAUDB)	0	0	0	0
Juv. Biography (RJBIO)	0	22	1	23
Juv. Book on CD (RJBKCD)	0	6	0	6
Juv. Book on Tape (RJBKT)	0	11	0	11
Juv. Compact Disc (RJCD)	1	8	0	9
Juvenile Easy (RJE)	1	564	1	566
Juv. Easy Non-fiction (RJENF)	0	0	0	0
Juv. Easy Reader (RJER)	1	145	0	146
Juv. Fiction (RJFIC)	6	307	12	325
Juv. Magazine (RJMAG)	0	4	0	4
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	4	267	4	275
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJTO)	1	90	0	91
Large Print Fiction (RLPF)	7	80	1	88
Large Print Nonfic (RLPNF)	1	4	0	5
Magazine (RMAG)	3	142	3	148
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	1	10	0	11
Non-Fiction 100 (RNF100)	0	23	1	24
Non-Fiction 200 (RNF200)	2	25	0	27
Non-Fiction 300 (RNF300)	11	102	5	118
Non-Fiction 400 (RNF400)	0	1	0	1
Non-Fiction 500 (RNF500)	0	24	0	24
Non-Fiction 600 (RNF600)	3	63	3	69
Non-Fiction 700 (RNF700)	0	2	0	2
Non-Fiction 800 (RNF800)	0	0	0	0
Non-Fiction 900 (RNF900)	0	1	0	1
Nonfiction DVD (RNFDVD)	0	30	0	30
Nonfiction (RNFIC)	16	412	12	440
Nonfiction new (RNFNEW)	0	0	0	0
Nonfiction VHS (RNFVHS)	3	32	0	35
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	0	0	0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	14	1	15
Software (RSWAR)	0	46	0	46
Vertical File (RVF)	1	4	0	5
VHS (RVHS)	2	521	1	524
YA Audio book (RYAUDB)	0	0	0	0
YA Biography (RYAB)	0	3	0	3

YA Books on CD (RYABKCD)	0	3	2	5
YA Books on Tape (RYABKT)	0	1	0	1
YA Fiction (RYAF)	8	135	4	147
YA Nonfiction (RYANF)	0	24	0	24
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	8	4	35	47
Books on CD (WBKCD)	3	4	97	104
Books on Tape (WBKT)	2	3	14	19
Compact Disc (WCD)	12	6	288	306
Digital Audiobooks (WDA)	2	0	1	3
DVD (WDVD)	7	6	1187	1200
Equipment (WEQP)	0	0	0	0
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	24	24
Fiction (WFIC)	49	27	505	581
Fiction Fantasy (WFICF)	2	0	8	10
Fiction Mystery (WFICM)	12	11	112	135
Fiction New (WFICNEW)	0	0	0	0
Fiction Science Fiction (WFICSF)	0	0	5	5
Fiction Western (WFICW)	0	0	5	5
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	1	1
Hanging Bags (WHANG)	2	2	14	18
ILL (WILL)	0	0	40	40
Internet (WINTER)	0	0	844	844
Juv. Audio book (WJAUDB)	0	0	0	0
Juv. Biography (WJBIO)	0	1	9	10
Juv. Book on CD (WJBKCD)	0	0	3	3
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	2	1	20	23
Juvenile Easy (WJE)	12	12	468	492
Juv. Easy Non-fiction (WJENF)	0	0	0	0
Juv. Easy Reader (WJER)	6	2	161	169
Juv. Fiction (WJFIC)	12	8	257	277
Juv. Magazine (WJMAG)	0	0	45	45
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	6	5	213	224
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	1	1
Juv. Toddler (WJTOD)	3	2	100	105
Large Print Fiction (WLPF)	7	1	50	58
Large Print Nonfic (WLPNF)	0	2	7	9
Magazine (WMAG)	1	1	316	318
Non-Fiction 000 (WNF000)	0	0	2	2
Non-Fiction 100 (WNF100)	1	0	6	7
Non-Fiction 200 (WNF200)	4	2	10	16
Non-Fiction 300 (WNF300)	0	0	11	11

Non-Fiction 400 (WNF400)	0	0	0	0
Non-Fiction 500 (WNF500)	0	0	2	2
Non-Fiction 600 (WNF600)	1	0	13	14
Non-Fiction 700 (WNF700)	0	1	0	1
Non-Fiction 800 (WNF800)	0	0	0	0
Non-Fiction 900 (WNF900)	0	0	2	2
Nonfiction DVD (WNFDVD)	0	0	26	26
Nonfiction (WNFIC)	20	35	252	307
Nonfiction New (WNFNEW)	0	0	0	0
Nonfiction VHS (WNFVHS)	6	0	8	14
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	4	4
Software (WSWAR)	1	0	58	59
Vertical File (WVF)	0	0	0	0
VHS (WVHS)	1	6	269	276
YA Audio book (WYAUDB)	0	0	0	0
YA Biography (WYAB)	1	0	1	2
YA Books on CD (WYABKCD)	1	1	4	6
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	14	4	106	124
YA Nonfiction (WYANF)	5	3	10	18
YA Paperback Fic (WYAPBF)	0	0	0	0
Storage (WZSTO)	0	2	0	2
TOTAL	7678	9112	5796	22586

CIRCULATION BY HOLDINGS CODE
December 2007

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	1	0	0	1
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	11	0	0	11
Award Winner JNF (AJNF)	4	0	0	4
Award Winner JPFIC (AJPF)	1	0	0	1
Award Winning fiction (AWFIC)	6	0	0	6
Award Winning non-fiction (AWNf)	0	0	0	0
Award Winner YAFIC (AYAF)	2	0	0	2
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	60	59	38	157
Books on CD (BKCD)	88	163	100	351
Books on Tape (BKT)	25	56	17	98
Compact Disc (CD)	336	335	295	966
Digital Audiobooks (DA)	4	4	1	9
DVD (DVD)	1098	1841	1195	4134
Equipment (EQP)	29	77	0	106
See librarian (ERR)	0	0	0	0

Express Book (EXP)	48	56	24	128
Fiction (FIC)	1030	1165	531	2726
Fiction Fantasy (FICF)	26	0	11	37
Fiction Mystery (FICM)	172	23	118	313
Fiction New (FICNEW)	0	0	0	0
Fiction Science Fiction (FICSF)	19	0	5	24
Fiction Western (FICW)	38	0	5	43
Genealogy (GENE)	0	0	0	0
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	1	16	1	18
Hanging Bags (HANG)	13	15	14	42
ILL (ILL)	38	49	40	127
Internet (INTR)	951	1933	844	3728
Juv. Audio book (JAUDB)	0	0	0	0
Juv. Biography (JBIO)	36	24	10	70
Juv. Book on CD (JBCD)	4	6	3	13
Juv. Book on Tape (JBKT)	4	12	1	17
Juv. Compact Disc (JCD)	21	9	20	50
Juvenile Easy (JE)	388	587	471	1446
Juv. Easy Non-Fiction (JENF)	0	0	0	0
Juv. Easy Reader (JER)	209	151	162	522
Juv. Fiction (JFIC)	366	325	296	987
Juv. Holiday (JHOL)	61	2	0	63
Juv. Magazine (JMAG)	50	4	47	101
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	374	281	221	876
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	0	0	1	1
Juv. Toddler (JTOD)	93	92	101	286
Large Print Fiction (LPF)	96	83	53	232
Large Print Nonfic (LPNF)	5	6	7	18
Magazine (MAG)	743	143	322	1208
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	16	11	2	29
Non-Fiction 100 (NF100)	22	27	7	56
Non-Fiction 200 (NF200)	34	28	13	75
Non-Fiction 300 (NF300)	69	105	18	192
Non-Fiction 400 (NF400)	0	1	0	1
Non-Fiction 500 (NF500)	1	24	2	27
Non-Fiction 600 (NF600)	25	63	16	104
Non-Fiction 700 (NF700)	0	3	0	3
Non-Fiction 800 (NF800)	0	0	0	0
Non-Fiction 900 (NF900)	3	4	2	9
Non-Fiction DVD (NFDVD)	11	30	26	67
Nonfiction (NFIC)	474	484	282	1240
Nonfiction New (NFNEW)	0	0	0	0
Nonfiction VHS (NFVH)	24	33	8	65
Professional Coll. (PROF)	0	0	0	0
Parent Shelf Juv. Fic (PJF)	0	0	0	0

Parent Shelf Juv. NF (PSJNF)	3	0	0	3
Reference (REF)	44	66	36	146
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	22	14	5	41
Software (SWAR)	53	52	58	163
Vertical File (VF)	4	4	0	8
VHS	285	532	273	1090
YA Audio book (YAUDB)	0	0	0	0
YA Biography (YAB)	1	3	1	5
YA Books on CD (YABKCD)	1	4	7	12
YA Books on Tape (YABKT)	0	1	0	1
YA Fiction (YAF)	111	141	110	362
YA Nonfiction (YANF)	14	28	10	52
YA Paperback Fic (YAPBF)	53	1	2	56
Storage (ZSTO)	1	2	0	3
				0
Free reads	199	226	106	531
Games/Puzzles	6	0	0	6
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	7927	9404	5938	23269

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	1629	1555	853	4037
Nonfiction	813	944	468	2225
CHILDREN'S BOOKS				
Fiction	1074	1155	1030	3259
Nonfiction	479	307	232	1018
YA BOOKS				
Fiction	167	158	113	438
Nonfiction	15	31	11	57
Magazines, Adult	743	143	322	1208
Magazines, Children	50	4	47	101
Sound Recordings, adult	454	563	420	1437
Sound Recordings, ch	42	42	38	122
Online databases	0	0	0	0
Software	53	52	58	163
Vertical file	4	4	0	8
VHS/DVD	1418	2436	1502	5356
Equipment	29	77	0	106
Total	6970	7471	5094	19535
A-V Circulation	1967	3093	2018	7078
A-V Circulation as % of total	28.2%	41.4%	39.6%	36.2%

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

December 2007

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
	Hrs.		Hrs.		Hrs.			
INTRALIBRARY LOANS FILLED	154	33	94	20	180	39	428	93
LOCAL HISTORY								
In person	9	3	13	4	1	0	23	7
Letters written	0	0	4	4	0	0	4	4
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	951	40	1933	81	844	35	3728	155
Computer software used	191	16	108	9	132	11	431	36
VCR Use	1	0	0	0	0	0	1	0
Microforms	3	0	14	2	0	0	17	2
CD ROM/Online databases	123	10	160	13	86	7	369	31
Typewriter use	0	0	0	0	0	0	0	0
Other equipment used	2	1	0	0	0	0	2	1
OTHER LIBRARY SERVICES USED								
Outreach activities	56	56	2	1	0	0	58	39
Notarized documents	14	4	1	0	1	0	16	4
Meeting Room Use (no. of group)	41	14	54	18	22	7	117	39
Study room use	19	2	24	2	17	1	60	5
Proctoring	4	2	0	0	0	0	4	2
Tax Forms distributed	0	0	0	0	0	0	0	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	31		134		148		313	
WIRELESS USE via patron owned pcs	14		12		33		59	
INTERLIBRARY LOANS								
Requests made for:	39	10	26	7	17	4	82	21
Items rec'd for:	44	22	66	33	36	18	146	73
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7571	7637	3932	19140
				0
Non-resident, paying	1	2	0	3
PLAC card users	0	3	0	3
Reciprocal borrowers	396	316	69	781

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	0	0	1	6	0	0	1	6
Children's Programs (0-13)	3	18	10	60	8	48	21	126
Number attending	137		131		199		467	
YA Programs (14-17)	1	6	5	30	1	6	7	42
Number attending	4		31		1		36	
Adult Programs	0	0	2	12	0	0	2	12
Number attending	95		105		24		224	
Senior Citizen Programs	8	48	3	18	1	6	12	72
Number attending	86		32		12		130	
Total Number of Programs	12	72	21	126	10	60	43	258
Total Persons Attending	322		299		236		857	
Total Attending Same Month Last	488		244		130		862	
Total Staff Hours Spent		283		320		184		768
Total Number of In-House Program	4		18		6		28	
Total Attendance	217		243		59		519	
Total Number of Outreach Program	8		3		4		15	
Total Attendance	105		56		177		338	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	5131	74.0%	5452	73.6%	3567	70.5%	14150	73.0%
Corporate	70	1.0%	23	0.3%	0	0.0%	93	0.5%
Juvenile 0-11	411	5.9%	239	3.2%	233	4.6%	883	4.6%
Juvenile-AV	313	4.5%	547	7.4%	486	9.6%	1346	6.9%
Nonresident No Fee	14	0.2%	85	1.1%	61	1.2%	160	0.8%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	291	4.2%	111	1.5%	52	1.0%	454	2.3%
Reciprocal Juvenile	0	0.0%	4	0.1%	0	0.0%	4	0.0%
Reciprocal Juvenile AV	7	0.1%	5	0.1%	0	0.0%	12	0.1%
Reciprocal YA	0	0.0%	4	0.1%	0	0.0%	4	0.0%
Reciprocal YA AV	0	0.0%	13	0.2%	0	0.0%	13	0.1%
School	0	0.0%	0	0.0%	0	0.0%	0	0.0%
School AV	0	0.0%	0	0.0%	0	0.0%	0	0.0%
St. Joseph College	0	0.0%	60	0.8%	0	0.0%	60	0.3%
Staff	381	5.5%	556	7.5%	493	9.7%	1430	7.4%
Walking books	96	1.4%	33	0.4%	0	0.0%	129	0.7%
YA 12-17	57	0.8%	44	0.6%	53	1.0%	154	2.6%
YA-AV	161	2.3%	229	3.1%	113	2.2%	503	2.6%
Total	6932		7405		5058		19395	

All items borrowed by nonresidents

312 4.5%

282 3.8%

113 2.2%

707 3.6%

R 7

2008 Salary Ordinance

Name	Classification	Hrs/ Week	Hourly Rates	Annual Gross Wage
Aubuchon, Rebecca	Clerk	13	\$7.58/7.68/7.78/8.58/8.68	\$5,473.78
Barton, Angela	Asst 1	35	\$9.26/9.54/10.34	\$17,927.00
Beedle, Marlene	Spec 1	32	\$14.81/15.61	\$25,258.24
Bodnar, Chavon	Page-R	9	\$5.85/5.95/6.05/6.75/6.85	\$2,952.90
Boissy, Stephanie	Page-D	10	\$5.95/6.15/6.85	\$3,362.00
Bristol, Evie	Asst 2	35	\$12.12/12.92/13.31	\$22,935.15
Capehart, Nicole	Clerk	12	\$7.68/8.48	\$5,022.72
Carr, Renee	Spec 1	10	\$15.42/16.22	\$8,210.40
Cavinder, Rachael	Spec 3	35	\$14.48/15.28	\$27,025.60
Cly, Chris	Clerk	16	\$10.09/10.89	\$8,702.08
DeJong, Derek	Janitor-R	10	\$9.21/10.01/10.31	\$5,026.20
DeVries, Carolyn	Clerk	13	\$7.76/8.56	\$5,495.36
DeVries, Carolyn	Asst 1	5	\$8.33/9.13	\$2,261.80
Del Vecchio, Yvonne	Asst 1	32	\$8.80/9.60	\$15,257.60
Delger, Kim	Asst 2	32	\$10.18/10.98	\$17,553.92
Douthit, Jennifer	Lib 3	40	\$21.43/22.23	\$45,342.40
Duran, Emily	Spec 1	40	\$12.95/13.75/14.16	\$28,015.60
Eenigenburg, Rebecca	Page-D	10	\$5.85/5.95/6.05/6.75/6.85	\$3,299.00
Engelmann, Susan	Spec 3	35	\$13.68/14.48	\$25,569.60
Evans, Michelle	System Spec.	24	\$11.50/12.30	\$14,812.80
Gilmore, Rayann	Asst 1	40	\$8.14/8.24/9.04/9.14	\$17,383.20
Gray, Elizabeth	Clerk	12	\$7.99/\$8.79	\$5,216.16
Hamel, Tess	Spec 1	35	\$10.20/10.51/11.31	\$19,702.55
Hankins, Kris	Asst 2	40	\$13.21/14.01	\$28,244.80
Havens, Denise	Clerk	12	\$8.76/9.56	\$5,696.64
Hunter, Benjamin	Page-R	11	\$5.95/6.05/6.75/6.85	\$3,649.80
Jones, Jamie	Clerk	13	\$7.99/8.79	\$5,650.84
Jung, Gail	Bus. Mgr	40	\$18.33/19.13	\$38,894.40
Kooy, Diana	Lib 1	36	\$18.90/19.70	\$36,072.00
Kristoff, Kathleen	YA Asst 2	35	\$9.88/10.68/11.00	\$18,743.20
Lambert, Jean	Asst Jan -D	10	\$9.31/10.11	\$5,033.20
Maxwell, Sheila	Sys Adm	40	\$23.27/24.07	\$49,169.60
Minix, Marion	Jan - W	15	\$9.84/10.64	\$7,963.20
Molenaar, Mary	Asst 2	40	\$10.38/11.18	\$22,358.40
Opolski, Diane	Asst 2	32	\$13.28/14.08	\$22,712.32
Phillips, Nancy	Clerk-R	17.5	\$7.58/7.68/8.48/8.58	\$7,324.80
Poortenga, Linda	Lib 3	40	\$19.38/20.18	\$41,078.40
Potts, Angelica	Page-R	10	\$5.85/5.95/6.05/6.75/6.85	\$3,304.00
Rice, Connie	Page-W	9	\$6.15/6.85	\$3,029.40
Salerno, Holly	Page-D	10	\$5.95/6.05/6.75/6.85	\$3,326.00
Salyer, Beth	Clerk	15.5	\$9.84/10.64	\$8,228.64
Schumacher, Dawn	Asst Jan -W	11	\$9.31/10.11	\$5,536.52
Shanks, Leah	Page-W	9	\$6.15/6.85	\$3,029.40

Shields, Stephanie	Page-R	10	\$5.95/6.15/6.85	\$3,340.00
Speacht, Nanette	Asst 2	24	\$10.95/11.75	\$14,126.40
Steele, Robin	Clerk	13	\$7.84/8.64	\$5,549.44
Stringfellow, Patty	Director	40	\$24.48/25.28	\$51,686.40
Sue, Carolyn	Janitor-R	20	\$9.21/10.01/10/31	\$10,052.40
Sutton, Kimberly	Clerk	12	\$8.27/9.07	\$5,390.88
Tachtiris, Jill	Ref Spec 3	40	\$15.67/16.47	\$33,361.60
Thompson, Brenda	Lib 3	40	\$18.51/19.07/19.87	\$40,187.20
Thompson, Linda	Asst 2	32	\$12.10/12.90	\$20,748.80
Tobias, Sue	Asst Bus. Mgr	29	\$10.61/11.41	\$16,556.68
Vis, Virginia janitor	Janitor -D	20	\$12.42/13.22	\$13,300.80
Vis, Virginia clerk	Clerk	20	\$9.21/10.01	\$9,962.40
Widner, Melissa	Spec 3	40	\$12.93/13.73	\$27,662.40
Woods, Margaret	Spec 2	40	\$15.06/15.86	\$32,092.80
Wynkoop, Dorene	Clerk	13	\$7.76/8.56	\$5,495.36
Young, Ed	Courier Driver	10	\$10.85/11.65	\$5,834.00
	JCPL			
Zellon, Joe	Jan/Mtnce	9	\$10.65/11.45	\$5,157.00
Zellon, Kathleen	Clerk	12	\$7.99/8.79	\$5,216.16
PAGE - DEMOTTE	Page-D	10	\$5.85/5.95/6.05/6.75	\$3,275.00
page (DRW-50 hrs				
ea)	Pages	2.9	\$6.15/6.85	\$976.14
Clerk (D) - 4 hrs/wk	Clerk	4	\$8.34/9.14	\$1,811.52
TOTALS		1,422	\$10.92	\$962,635.00

We have examined and approved the year 2008 Jasper County Public Library Salary Ordinance, dated January 14, 2008.

Maureen Sayle Jean G. Floyd
Jody Mottus Imothy N. Schultz
Doreen Marie Egan
Susan Deardoff

Director's Financial Report 2007

Year 2007 proved to be our most challenging year. The year began with \$1,395,504.36 in the coffers. With the absence of tax bills being mailed out this year, the library requested advance tax draws throughout most of the year. As a result, property tax revenues trickled in. This necessitated timely spending, negotiating with vendors for installment payments, and investigating loan opportunities. On our last business day of the year, December 28, 2007, we received a welcomed 'substantial' sum of property tax revenues as mortgage companies finally released tax escrows. With 79% of our expected property tax revenues and 33% of the License Excise Tax received in 2007, the library closed out the year with \$1,551,523.55 in all funds. This is a net gain of \$156,019.19.

With \$16,362 in encumbrances we will have spent nearly 90% of our Operating Fund budget. We will begin 2008 with \$663,909.71 in the Operating Fund and expect approximately another \$245,000 when the rest of the tax settlements for 2007 are received in February 2008. This will provide sufficient funds for our cash flow until 2008 tax revenue is received.

We invested in a few CD's early in the year at 5.271% interest generating \$11,874.19. BIRF, CPF, Operating, and LIRF shared in this amount. Refer to the Investment Report in your January Board Financial packet.

On December 27, 2007 the board transferred \$16,329.60 from the Construction Fund to eliminate the deficit in BIRF and an additional amount to cover the bond payment due January 15, 2008. SBA requires all funds to have a positive balance by year-end.

The board approved the transfer of \$30,126 from the Operating Fund into LIRF for a reserve balance of \$180,040.62.

As previously stated the Construction Fund recently loaned BIRF \$174,807.10, leaving \$24,523.21. Repayment must be made within six months of year-end. There still remain a few purchases for the new Wheatfield Library that were scheduled for 2007 were not purchased due to the buying freeze that was imposed in early fall. This is planned for completion in early 2008.

CPF shows a balance of \$295,416.57 for future allocations per the CPF Plan.

The State Library funded the library \$11,258.71 for Internet connections (7/1/07-6/30/08) into the State Technology Fund Grant Fund.

In January 2007 we received a special tax distribution of \$97,031 that we were required to deposit into the Rainy Day Fund. The fund has grown to \$127,794.

In 2007 the library experienced financial challenges, but we persevered and overcame the obstacles. We look forward to a less stressful 2008.

Accounting Practices for 2008

Interest from the Operating Fund and BIRF will be credited to the Operating Fund. LIRF (Library Improvement Reserve Fund) and the Construction Fund will each be separately invested and interest credited back to the same account. Capital Projects Fund Interest will be credited to the Capital Projects Fund.

Mari Anne Sayler will hold the office of Assistant Board Treasurer and be bonded as is the Treasurer. She will be authorized to sign checks in the absence of the Treasurer.

DeMotte State Bank and Alliance Bank are designated as the library's depositories. The majority of the library's funds will be deposited in Alliance Bank. A threshold amount is retained in a checking account there to offset bank charges; the remainder is invested in a Repurchase Agreement.

The Director is authorized to invest library funds in Certificates of Deposit when she deems it to be in the best interests of the Library.

Mileage will be paid at the IRS approved rate.

For employees working 35 or more hours per week, the Library will pay 80% of their health/life insurance premiums through Anthem Blue Cross/Blue Shield. For employees working 30-34 hours per week, the Library will pay 50% of the health/life insurance premium. The Library will pay all but \$1.00 of the life insurance policy for all employees working 30 hours or more per week that elected to take only life insurance.

Electronic fund transfers will be used to pay state, county and federal payroll taxes. They may also be used as an emergency measure when the library is unable to make a timely contractual payment by check.

The Director and Business Manager are authorized to make internal bank transfers between library accounts.

The Director may dispose of unwanted or inoperable library property without board approval as long as it has a value of \$1000 or less per item, with a cumulative value of no more than \$5000. Library listservs, E-bay, or other similar online sites will be used for disposal when this seems the most cost-effective method to use.

Circulating Software Policy

Selection criteria:

- The software must have a good recommendation from a reputable source.
- We will purchase a variety of informational, educational and recreational software.
- Only items with complete documentation will be circulated.
- We will buy dual or hybrid CD/DVD ROMs when possible for Mac and Microsoft Windows operating systems. ~~MAC and IBM compatible PCs.~~ Programs should be able to run on various versions of Windows, including the most recent version and the last two ~~or three previous~~ versions.
- We will not buy items which can be useful only if patrons make an illegal copy, (i.e. a home inventory or genealogy program)
- Both children's and adult titles will be purchased

Circulation Policy:

Only 2 ~~4~~ items may be checked out to a borrower at any time.

No renewals will be allowed.

Loan period will be three (3) weeks.

Software may be reserved and may be intralibrary loaned.

An overdue charge of ~~\$1.00~~ 10 cents per day will be assessed for late returns.

Software may be borrowed by any person with a JCPL borrowers' card

Fines and Charges

- Fee for loss/damage to software will be the original cost plus a \$10 processing fee
- Fee for loss or damage to the user's manual or notebook is \$5.00 for one item, \$10.00 for more than one item.

The Library will make copies of the users' manuals before releasing the software for circulation.

1/97; revised 1/06; revised 2/07; revised 1/08

RESOLUTION TO PAY BILLS WITH PRIOR APPROVAL

Whereas, the Jasper County Public Library must pay its bills on time and the Jasper County Public Library board requests that all bills be paid by their due date, Jasper County Public Library board approves the following types of disbursements be made before the monthly regular scheduled library board meeting as allowed by Indiana Code 36-12-3-16(a)(1-17):

- Property or services purchased or leased from the United States government or its agencies and the state, its agencies, or its political subdivision.
- Dues, subscriptions, and publications.
- License or permit fees.
- Insurance premiums.
- Utility payments or connection charges.
- Federal grant programs where advance funding is not prohibited and the contracting party posts sufficient security to cover the amount advanced.
- Grants of state funds authorized by statute.
- Maintenance and service agreements.
- Legal retainer fees.
- Conference fees.
- Expenses related to the educational or professional development of an individual employed by the library board, including:
 - (A) inservice training;
 - (B) attending seminars or other special courses of instruction; and
 - (C) tuition reimbursement; if the library board determines that the expenditures under this subdivision directly benefit the library.
- Leases or rental agreements.
- Bond or coupon payments.
- Payroll costs.
- State, federal, or county taxes and mandated garnishments.
- Expenses that must be paid because of emergency circumstances.
- Credit card and Store Charge Account payments
- Mileage expenses for courier service by employee
- expenses incurred to advertise and promote the programs and services of the library
- Other expenses described in another library board resolution.

The Jasper County Public Library board requests that each payment of expenses lawfully incurred for library purposes must be supported by a fully itemized invoice or other documentation. The library director must certify to the library board before

payment that each claim for payment is true and correct. This certification must be on a form prescribed by the State Board of Accounts. The library board shall review and allow the claim at the library board's first regular or special meeting following the payment of a claim under this section.

Adopted this 14th day of January, 2008.

NAY

AYE

Kathleen Saylor
Aimee Marie Egan
Susan W. Hardoff
Don A. Flayder
Timothy M. Schulte

ATTEST:


Secretary of Appropriating Body

Jasper County Public Library
2008 Salary Schedule

Classification	Minimum	Maximum	Classification	Minimum	Maximum
Clerk	\$7.58	\$10.15	Business Manager	\$13.50	\$18.90
Library Assistant I	\$8.14	\$11.28	Librarian 1	\$13.81	\$18.90
Library Assistant II	\$ 9.88	\$15.55	Librarian 2	\$14.42	\$20.02
			Librarian 3	\$16.26	\$24.05
Assistant Business Mgr.	\$10.20	\$15.90	Systems Administrator	\$16.26	\$24.05
Library Specialist I	\$10.20	\$15.90	Systems Specialist	\$10.20	\$15.90
Library Specialist II	\$12.69	\$17.27	Janitor	\$ 9.21	\$12.42
Library Specialist III	\$12.93	\$17.81	Janitor Mtnce/Courier	\$10.65	\$15.52

	Minimum	One year	2 yrs	3 yrs	4 yrs
Page	\$5.85	\$6.15	\$6.45	\$6.75	\$7.05

*Minimum salary for the
page position will
increase as required by
federal law.*

2007 Salary Schedule

Classification	Minimum	Maximum	Classification	Minimum	Maximum
Clerk	\$7.12	\$9.52	Business Manager	\$12.67	\$17.74
Library Assistant I	\$7.63	\$10.58	Librarian 1	\$12. 96	\$17.74
Library Assistant II	\$9.26	\$14.58	Librarian 2	\$13. 73	\$18. 79
			Librarian 3	\$15.25	\$22.57
Assistant Business Mgr.	\$9.58	\$14.91	Systems Administrator	\$15.25	\$22.57
Library Specialist I	\$9.58	\$14.91	Systems Specialist	\$9.58	\$14.91
Library Specialist II	\$11.90	\$16.20	Janitor	\$8.65	\$11.64
Library Specialist III	\$12.12	\$16.70	Janitor Maintenance	\$10.00	\$14.55

	Minimum	One year	2 yrs	3 yrs	4 yrs
Page	\$5.75	\$6.05	\$6.35	\$6.65	\$6.95

R 16

LAW OFFICES
DUMAS, WEIST & MAHNESMITH
AN ASSOCIATION INCLUDING A PROFESSIONAL CORPORATION

MEMBERS OF THE FIRM

RENSSELAER OFFICE:
EDWARD P. DUMAS
KENT E. MAHNESMITH

FOWLER OFFICE:
WILLIAM B. WEIST
JOHN C. WRIGHT
WEIST BUILDING
P.O. BOX 101
FOWLER, IN 47944
(765) 884-1840
FAX (765) 884-8450

119 WEST HARRISON STREET
RENSSELAER, INDIANA
47978

THOMAS B. DUMAS
(1918-1998)
WILLIAM J. MORIARTY, JR.
(1939-1993)

(219) 866-4158
FAX (219) 866-2274
edd@nwis.com
kentm@nwis.com

August 22, 2007

Patti Stringfellow, Administrator
Jasper County Public Library
208 W. Susan Street
Rensselaer, IN 47978

Re: Conflicts of Interest

Dear Patti:

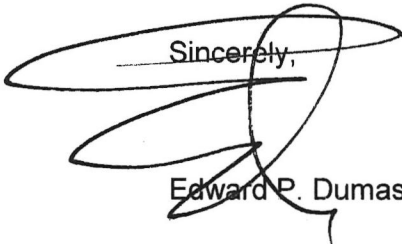
I am enclosing for your file a copy of Indiana Code 35-44-1-3.

This statute provides that a public servant who knowingly or intentionally has a pecuniary interest in, or who derives a profit from, a contract or purchase with an action by the governmental entity served by the public service commits a crime. However, no crime is committed so long as the public servant makes disclosure under Sections (d)(1) through (d)(6). In order to file disclosures, you can see the required information in subparagraph (d). You will also note that the disclosure statement must be filed with the State Board of Accounts and the Clerk of the Circuit Court in the County where the governmental entity takes action on the contract or purchase.

Therefore, with respect to any disclosures required by your Board members, please note the filing requirements.

If you have further questions, please do not hesitate to call.

Sincerely,



Edward P. Dumas

EPD:bm
Enclosure

Local Government Efficiency

Commission Offers Comprehensive Blueprint for Reform

The 27 recommendations from the Indiana Commission on Local Government Reform, which in its release stated: "In concert and quickly implemented, they will achieve their intended aim. Taken piecemeal or prolonged, we'll be doing this again many years – and many dollars – from now."

Counties: Create a clearer, more accountable structure with fewer elected officials. Better coordinate public safety services.

1. Establish a single-person elected county chief executive.
2. Establish a single, unified legislative body for county government. Expand legislative membership to ensure sufficient representation for included rural, suburban and urban populations.
3. Transfer the responsibility for administering the duties of the county auditor, treasurer, recorder, assessor, surveyor, sheriff and coroner to the county executive. Transfer the varied duties of the clerk to the courts, to the county election board and to the county executive. Establish objective minimum professional qualifications and standards for certain county administrative functions.
4. Retain a local government role for property tax assessment under a county assessor who is required to meet professional qualifications and appointed by the county executive.
5. Create a countywide body to oversee the provision of all public safety services.
6. Consolidate emergency public safety dispatch by county or multi-county region. Require that new, local emergency communications systems be compatible with the Project Hoosier SAFE-T statewide 800 MHz communications system.
7. Transfer the responsibility for all funding of the state's trial court system to the state, including public defenders and probation.
8. Move the funding of child welfare from counties to the state.

Townships: Transfer all present responsibilities to the county executive.

9. Transfer the responsibility for administering the duties of township government for assessment, poor relief, fire protection, emergency medical services (EMS), cemeteries and any other remaining responsibilities to the county executive. Establish a countywide poor relief levy.
10. Transfer the responsibilities of the township small claims courts in Marion County to superior courts.

Schools: Establish districts that are large enough to provide high-caliber education at a lower cost and enhance fiscal accountability.

11. Reorganize school districts to achieve a minimum student population of 2,000. Establish state standards and a county-based planning process similar to that established in 1959 legislation.
12. Require that school corporation bonds be approved by the fiscal body of the municipal or county government containing the greatest proportion of assessed value in the school district.

13. Prompt joint purchasing by schools.
14. Conduct all non-partisan school elections during November in even years.

Cities and Towns: Strengthen accountability of elected officials, and eliminate the costs of separate elections.

15. Allow the city council to appoint the city clerk in second-class cities.
16. Move all municipal elections to an even-year cycle.
17. Transfer the responsibilities of municipal health departments to the county health department.

Libraries and Special Districts: Establish library districts that are large enough to provide high-caliber services to every Hoosier at a lower cost and improve fiscal accountability.

18. Reorganize library systems by county and provide permanent library service for all citizens.
19. Require that the budgets and bonds of library and all other special districts be approved by the fiscal body of the municipal or county government containing the greatest proportion of assessed value in the unit seeking approval.
20. Strengthen the current joint purchasing infrastructure for libraries.

All Local Governments: Encourage additional voluntary action to increase efficiency and effectiveness.

21. Expand voluntary coordination and consolidation of units and services. Strengthen the power of voters to compel consolidation.
22. Allow local governments to establish service districts with differentiated levels of service and corresponding tax rates.
23. Facilitate local improvement efforts using best management and business practices. Strengthen state mechanisms that support these activities, particularly for collective purchasing.
24. Prohibit employees of a local government unit from serving as elected officials within the same local government unit.

Support and Monitoring: Facilitate the implementation of these recommendations.

25. Assign the Indiana Advisory Commission on Intergovernmental Relations to monitor progress toward these recommendations and conduct additional research as needed. Produce an annual report on progress through 2011.
26. Establish a statewide benchmarking system to provide the public and policy-makers with current information about local government productivity and progress.
27. Designate a state office to provide technical assistance to local government.

INFORMATION LINK

Resource: Full report available at
<http://indianalocalgovreform.iu.edu>

Proposed Certification Requirements for Public Library Professionals

As recommended by the Indiana Librarian Certification Taskforce

- ⇒ *Certification changed from life-time to 5-year increments*
- ⇒ *Current staff will be grandfathered at their current level at their current job title in their current library. Once a staff person is hired for a new job at their current library or they are hired at another library, they would become subject to the new certification education requirements.*
- ⇒ *Continuing education is now required to maintain certification. Approved Continuing Education Units (CEUs) include: college & university coursework; workshops, seminars, institutes, lectures and training by certified trainers; and other continuing education opportunities as approved by the State Library.*
- ⇒ *The cost changed from \$1.00 for life-time to \$50.00 every 5 years*
- ⇒ *New Librarian Certification Levels (Table on page 2)*
- ⇒ *New classification system: A, B, C – based on population (Table on page 2)*
- ⇒ *Voluntary Specialist Certification Levels (Table on page 2)*
- ⇒ *Public library directors serving populations greater than 10,000 are required to hold an ALA-MLS and directors serving populations less than 10,000 are required to hold a BA and 15 hours of library science courses*
- ⇒ *Library directors, branch heads, department heads and professional assistants must be certified*
- ⇒ *Professional assistant is defined to include positions in which a person devotes more than half of his or her time to work that calls for:*
 1. *knowledge of professional library practice, collections and of technical library processes;*
 2. *ability to deal with people in a professional capacity as distinguished from clerical; and*
 3. *includes, but not limited to, staff classified as librarians, paraprofessionals, catalogers, copy catalogers, reference assistants, program coordinators and department heads responsible for professional library duties.*

New Librarian Certification Levels

- ⇒ **Professional Librarian 1 (PL1)** – ALA-accredited MLS degree (or equivalent) with 10 years professional library experience (or 6 years professional experience including 3 years supervisory experience)
- ⇒ **Professional Librarian 2 (PL2)** – ALA-accredited MLS degree (or equivalent) with 3 years professional library experience
- ⇒ **Professional Librarian 3 (PL3)** – ALA-accredited MLS degree (or equivalent)
- ⇒ **Professional Assistant 1 (PA1)** – Bachelor's degree from an accredited college or university, including 15 semester hours of required library science courses
- ⇒ **Professional Assistant 2 (PA2)** – 60 hours of college or associate's degree plus 9 semester hours of required library science courses

⇒ **Professional Assistant 3 (PA3)** – High school diploma or GED with 5 years of library experience or 9 semester hours of required library science courses.

Specialist Certification Levels (Voluntary)

- ⇒ **Specialist 1** – Accredited Master's degree with 10 years professional experience in subject field or 6 years professional experience in subject field including 3 years of supervisory experience
- ⇒ **Specialist 2** – Accredited Master's degree with 3 years' professional experience in subject field
- ⇒ **Specialist 3** – Accredited Master's degree
- ⇒ **Specialist 4** – Bachelor's degree from an accredited college or university, including 15 semester hours of subject field
- ⇒ **Specialist 5** – 60 hours of college or associate's degree plus 9 semester hours in subject field

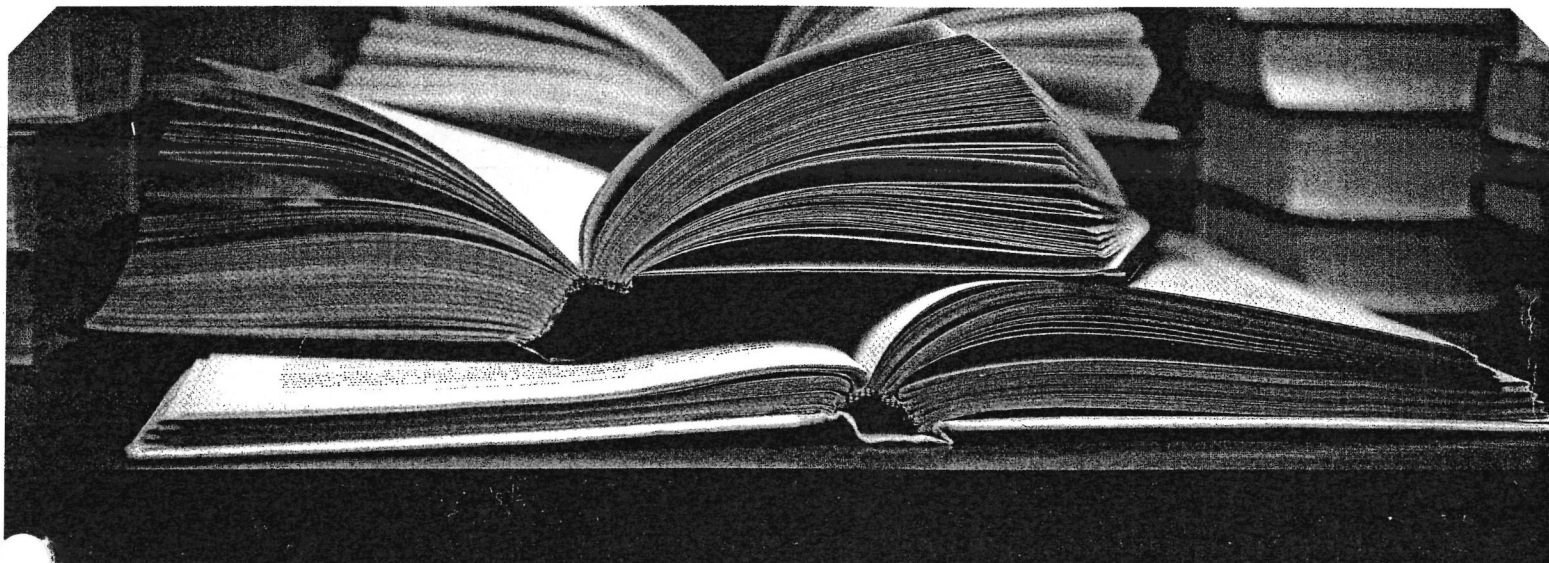
<u>Classification Requirements</u>	<u>Director</u>	<u>Department and Branch Head</u>	<u>Professional Assistant</u>
Class A (Library population 40,000 and greater)	PL1 or higher PLUS 100 CEUs every 5 years	PA1 or higher PLUS 75 CEUs every 5 years	PA2 or higher PLUS 50 CEUs every 5 years
Class B (Library population between 10,000 and 39,999)	PL2 or higher PLUS 100 CEUs every 5 years	PA2 or higher PLUS 75 CEUs every 5 years	PA3 or higher PLUS 50 CEUs every 5 years
Class C (Library population under 10,000)	PA1 or higher PLUS 100 CEUs every 5 years	PA3 or higher PLUS 75 CEUs every 5 years	PA3 or higher PLUS 50 CEUs every 5 years

About the Certification Taskforce

The Indiana State Library formed the Certification Taskforce in May 2007 and charged it to recommend new certification rules for Indiana library professionals that add validity and credibility to the profession and compliance with Indiana law. More information about the taskforce, its findings, and participants is available on WebJunction Indiana at in.webjunction.org.

The State Library will be holding five meetings across Indiana to discuss the proposed certification requirements. The first four informational meetings will be held in each quadrant of the State, followed by the official public hearing at the State Library in Indianapolis. The State Library anticipates that the new rules, if adopted, could be enacted in the second quarter of 2008.

THE ECONOMIC IMPACT OF LIBRARIES IN INDIANA



Public libraries must continually demonstrate the critical role that they play in their communities.

This research project was designed to help Indiana libraries identify and quantify their benefits in a systematic and objective manner. It was conducted by the Indiana Business Research Center on behalf of the Indiana State Library to determine the economic impact of libraries on their communities, along with their role in supporting business and economic development in their communities.

The research employed three main tools: (1) economic impact and benefit-cost analyses of

libraries, (2) surveys of public libraries, businesses, public school officials, Chambers of Commerce, and local development officials, and (3) case studies of 12 local libraries.

In all, libraries are a good value: For each dollar spent on its public library, the average Indiana community receives \$2.38 in direct benefits. Moreover, the library is an important community asset—a channel for literacy, education and information.

Commissioned by: Indiana State Library

Funding from: Institute of Museum and Library Services through the Library Services and Technology Act

Prepared by: Indiana Business Research Center at the Kelley School of Business, Indiana University

What are the measurable economic benefits of public and academic libraries?

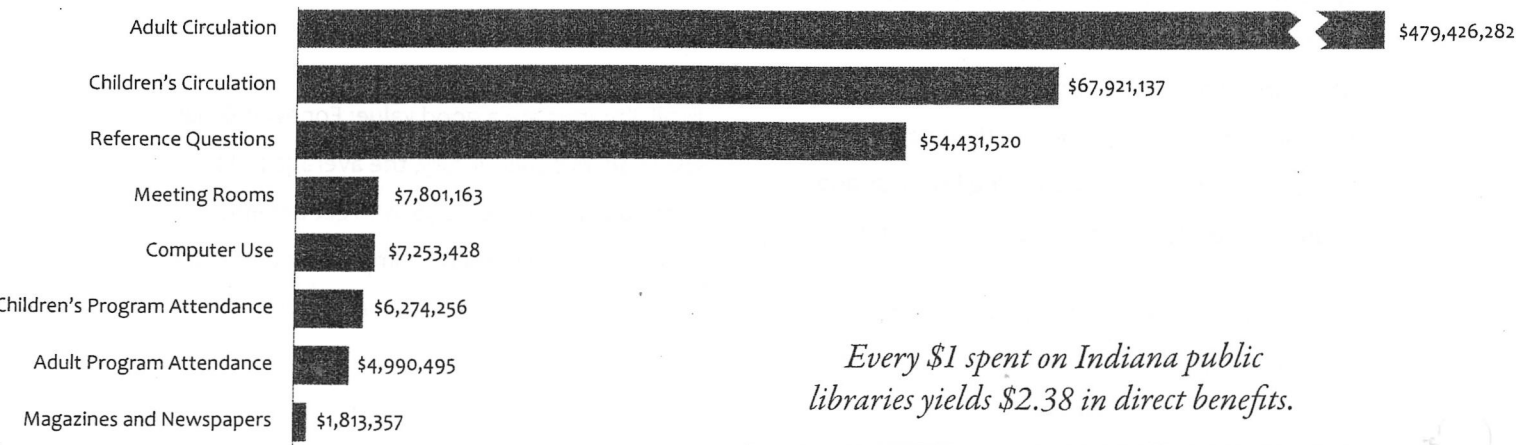
Public libraries employ nearly 7,000 people (full- and part-time) and contribute nearly \$263 million to Indiana's economy through payrolls and expenditures on goods and services. Library spending has a ripple effect throughout the local and state economy, accounting for an additional 2,000 jobs and \$216 million in economic activity in Indiana.

In addition, Indiana's academic (college and university) libraries have a combined staffing of over 2,200 full-time equivalent employees. These academic libraries also circulate \$136 million throughout the state economy in the form of wages and expenditures on goods and services. The economic ripple effects of academic library spending support 640 additional jobs and create approximately \$112 million in incremental economic activity in the state.

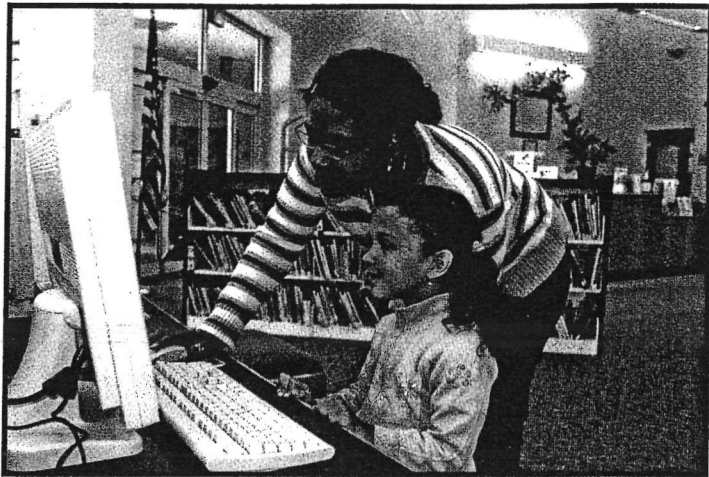
What is the market value of libraries?

Excluding the intangible benefits of libraries, as well as the benefits stemming from use of the INSPIRE database portal, the total market value of the goods and services provided by the state's public libraries is estimated at \$629.9 million.

Market Value of Indiana's Public Library Circulation and Services



Source: IBRC, using Indiana State Library data for 2005



Approximately 6.05 million Hoosiers live within a library district. Therefore, per capita market benefits for library services are roughly \$104. Per capita costs are just shy of \$44. Ultimately, for each dollar of public library expenditures, the average Indiana community receives \$2.38 in direct benefits.

The benefit-cost analysis used in this study was based on sound economic theory. The 2.38-to-1 benefit-to-cost ratio, therefore, represents a conservative and defensible estimate of the value Hoosiers derive from their libraries.

Every \$1 spent on Indiana public libraries yields \$2.38 in direct benefits.

How well are libraries doing in playing an active role in economic development?

Many business and community leaders are enthusiastic about the role that their library plays in economic and business development; however, the performance across libraries is uneven.

Many communities consider their libraries to be a social and economic anchor. This sentiment—that libraries contribute more broadly than to just economic prosperity—is shared both by patrons and by community and business leaders. In many of the case study communities, business leaders and community civic leaders are proud of their library. In several communities, a visit to the library is an important stop on the area tour when local leaders are trying to lure a firm to locate in their community. In some cases, all the local leaders surveyed were convinced that their public library helps to attract new business to the community. In other communities, however, local leaders strongly disagreed with the statement that the library attracts new business.

Academic libraries tend to view themselves as having a more important role in economic and business development than do public libraries. This isn't surprising, given that businesses fortunate enough to be within close proximity to academic libraries—especially those close to public universities—would probably consider academic collections and resources to be broader and deeper than the offerings of local public libraries.

Patrons are about as likely to use a library for enhancing their business or workplace skills as for researching their ancestry. However, a significantly higher proportion of library staff have special qualifications in genealogy research than in business resources. This is just one of the observations that point to significant shortcomings in the resources libraries provide for business and economic development.

Read the full report and access additional data on each of Indiana's libraries at www.stats.indiana.edu/topic/libraries.asp

Percent of Community Leaders Surveyed Indicating that the Following Services Are Beneficial

How beneficial to business and economic growth in your community are the following library services or resources?	Percent of Respondents Indicating	
	Moderately Beneficial	Very Beneficial
High-speed Internet access for public use	15	69
Business periodicals	21	58
Space and facilities for holding business meetings	17	52
Economic and/or demographic data and statistics	32	44
Books or other information on starting or managing a business	37	41
Government documents and/or databases	33	37
Directories of businesses (local, state or national)	41	31
Resources for nonprofit planning	33	28
Resources for real-estate related research	33	23
Business-related programs or workshops	33	23
Legal information or resources	48	21
Small-business tax information	43	20
Other specific business-related databases	45	19
Local job postings	26	17
Information on patents and/or trademarks	35	10

Source: 2007 Survey of Community Leaders, IBRC

How can Indiana libraries develop more active economic development and business growth strategies?

Implement a strategic program to expand business and economic development focus

The Indiana State Library should commit itself to a strategic program to help public libraries support the needs of business and economic development. This program would encourage an entrepreneurial focus and mindset among library directors. Ideally, each library would designate a "business point person" to lead efforts to bolster the library's role in economic development in the community.

Enhance outreach to the business community

Based on the survey responses and in-depth case studies from the present research, many libraries have forged strong relationships with the business community. However, even those business and community leaders that are satisfied with their libraries think public libraries can do more to promote their business-related services. In some cases, local libraries need to start reaching out to business leaders, many of whom do not think of libraries as a primary source of information.

Expand business and economic development services

Libraries can augment services to the business community by providing access to business reference librarians and those trained to serve the needs of economic development; expanding database offerings (such as Dun & Bradstreet); enhancing web-based applications that allow patrons to access or request resources through the local library's website; sponsoring seminars and workshops related to economic, business or career development; and promoting use of library meeting room space.

Refine and expand library-use data collection

Small improvements in library-use data collection would allow for a richer understanding of libraries' economic impacts and could prove helpful in supporting libraries' value. Recommended changes include reporting disaggregated library circulation data, collecting data on non-circulation library uses (such as meeting rooms and electronic databases), and tracking use by businesses separately from use by other patrons.

Develop their own cost-benefit analysis

Local public libraries should be encouraged to produce their own annual cost-benefit analysis. An Excel-based library value calculator is available at www.stats.indiana.edu/topic/libraries.asp. By comparing its total market value to its annual operating expenses, a local library can estimate its benefit-cost ratio. This would allow libraries to include any specialized services they offer, such as educational programs or tax preparation services.

Aggressively promote their economic significance

With a solid cost-benefit analysis in hand, local libraries should proactively share information about the economic contribution they make to the community. A well-orchestrated campaign, which could include press releases, postings on the library property and website, and mailings to local politicians and community leaders, should help raise awareness of the economic benefits of libraries.

JCPL FINANCIAL STATEMENT

F1

December 31, 2007

	<u>Beginning 2007 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$774,978.83	\$143,500.46	\$1,602,801.14	\$541,211.89	\$1,461,882.02	\$634,059.71
Includes Investments of:	\$0.00					
Public Library Access Card Fund	\$31.00	\$0.00	\$121.00	\$30.00	\$180.00	\$90.00
Gift Fund	\$7,588.25	\$2,644.37	\$24,452.47	\$2,139.91	\$24,340.92	\$7,476.70
DeMotte	\$1,222.51	\$1,545.98	\$8,466.69	\$988.91	\$9,996.74	\$2,752.56
Rensselaer	\$5,656.46	\$1,001.82	\$14,565.97	\$1,201.00	\$12,057.15	\$3,147.64
Wheatfield	\$709.28	\$96.57	\$1,419.81	(\$50.00)	\$2,287.03	\$1,576.50
Library Improvement Reserve Fund	\$143,916.56	\$0.00	\$0.00	\$30,556.02	\$36,124.06	\$180,040.62
Includes Investments of:	\$0.00					
Bond & Interest Redemption Fund	\$58,574.44	\$0.00	\$216,260.00	\$296,392.89	\$421,758.06	\$264,072.50
Includes Investments of:						
Rainy Day Fund	\$30,763.00	\$0.00	\$0.00	\$0.00	\$97,031.00	\$127,794.00
Transfer from OPER Fund						
State Technology Fund G	\$2,735.97	\$931.94	\$6,282.71	\$11,258.71	\$11,258.71	\$7,711.97
Capital Projects Fund	\$156,035.66	\$17,220.90	\$45,000.00	\$132,144.59	\$184,380.91	\$295,416.57
Includes Investments of:	\$0.00					
Host/Hospitality Fund	\$0.00	\$0.00	\$305.25	\$0.00	\$305.25	\$0.00
Levy Excess Fund	\$15,994.22	\$0.00	\$15,994.22	\$0.00	\$0.00	\$0.00
Satellite Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund	\$195,237.94	\$174,807.10	\$178,130.28	\$499.80	\$7,415.55	\$24,523.21
Includes Investments of:	\$0.00					
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,234.93	\$64,251.69	\$5,234.93	\$64,251.69	\$0.00
FICA Tax Collected	\$0.00	\$5,336.86	\$64,507.07	\$5,336.86	\$64,507.07	\$0.00
State Tax Collected	\$2,504.39	\$2,519.59	\$29,717.76	\$2,435.82	\$29,649.19	\$2,435.82
County Tax Collected	\$955.16	\$1,882.70	\$12,222.60	\$1,809.08	\$13,076.57	\$1,809.13
Deferred Comp.	\$0.00	\$2,420.00	\$28,592.64	\$2,420.00	\$28,592.64	\$0.00
#125 Pre-tax Plan	\$11.49	\$3,075.04	\$36,694.62	\$3,075.00	\$36,683.13	(\$0.00)
Employee Life Insur.	\$0.00	\$136.80	\$1,522.60	\$137.80	\$1,523.60	\$1.00
Employee P.E.R.F.	\$5,967.65	\$5,947.61	\$23,452.76	\$1,957.46	\$23,367.43	\$5,882.32
Garnishments		\$12.16	\$12.16	\$12.16	\$12.16	\$0.00
Credit Union	\$0.00	\$2,634.58	\$45,607.98	\$2,634.58	\$45,607.98	\$0.00
EIC	\$0.00	\$0.00	(\$115.40)	\$0.00	(\$115.40)	\$0.00
Repayment	\$0.00	\$3,300.00	\$3,300.00	\$300.00	\$3,300.00	\$0.00
TOTAL ALL FUNDS.....	\$1,395,504.56	\$371,605.04	\$2,399,113.55	\$1,039,587.50	\$2,555,132.54	\$1,551,523.55

Bank Balances

Jasper County Public Library

Report as of: 12/31/2007

<i>Bank</i>		
1	Alliance Bank	\$1,343,951.63
2	Demotte State Bank	\$2,798.09
3	Alliance Bank-LIRF Acct	\$180,040.62
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$24,523.21
7	Kentland Banking Ctr- OPER CD#400039636	\$0.00
8	Kentland Banking Ctr-CPF CD#400039635	\$0.00
9	Kentland Banking Ctr-LIRF CD#400039638	\$0.00
10	Kentland Banking Ctr-Constr. CD#400039637	\$0.00
<i>Total all banks =</i>		<i>\$1,551,523.55</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

INVESTMENTS - 2007

OPEN INVESTMENTS:

<u>Renewal Date</u>	<u>CD #</u>	<u>Issued By</u>	<u>Terms</u>	<u>Principal</u>	<u>%-Interest</u>	<u>Account</u>	<u>Purchase Date</u>	<u>Interest Earned</u>	<u>Comments</u>
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CLOSED INVESTMENTS:

4/6/2007	400039736	Kentland Bank	91 days	\$350,000	5.271%	OPERATING	1/5/2007	\$4,599.49	
4/6/2007	400039735	Kentland Bank	91 days	\$125,000	5.271%	CPF	1/5/2007	\$1,642.67	
5/5/2007	400039737	Kentland Bank	120 days	\$175,000	5.271%	CONSTRUCTION	1/5/2007	\$3,032.63	
7/4/2007	400039738	Kentland Bank	180 days	\$100,000	5.271%	LIRF	1/5/2007	\$2,599.40	

Appropriation Report for 100 Operating Fund

Jasper County Public Library

Report Date: From 12/1/2007 To 12/31/2007

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 SALARY OF LIBRARIAN	\$49,920.00	\$0.00	\$49,920.00	\$4,120.14	\$49,381.88	\$538.12	98.9
1.12 SALARY OF ASSISTANTS	\$834,095.00	\$0.00	\$834,095.00	\$64,975.40	\$782,499.17	\$51,595.83	93.8
1.13 WAGES OF JANITORS	\$52,039.00	\$0.00	\$52,039.00	\$3,742.38	\$48,033.05	\$4,005.95	92.3
1.21 EMPLOYER'S SHARE-FICA	\$62,516.00	\$1,991.07	\$64,507.07	\$5,336.86	\$64,507.07	\$0.00	100.0
1.22 UNEMPLOYMENT COMPENSATION	\$5,108.00	\$0.00	\$5,108.00	\$0.00	\$3,849.67	\$1,258.33	75.4
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,890.00	\$0.00	\$63,890.00	(\$5,947.61)	\$56,788.90	\$7,101.10	88.9
1.24 EMPLOYER'S CONTRIB.- INS.	\$86,482.00	(\$1,991.07)	\$84,490.93	\$5,652.56	\$67,091.01	\$17,399.92	79.4
1.31 OTHER PERSONAL SERVICES	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
Subtotal	\$1,154,150.00	\$0.00	\$1,154,150.00	\$77,879.73	\$1,072,150.75	\$81,999.25	92.9
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$860.00	\$114.94	\$974.94	\$0.00	\$974.94	\$0.00	100.0
2.12 STATIONERY AND PRINTING	\$675.00	\$0.00	\$675.00	\$140.45	\$400.45	\$274.55	59.3
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	(\$694.51)	\$9,305.49	\$1,510.44	\$9,253.65	\$51.84	99.4
2.21 CLEANING & SANITATION SUPPLIES	\$4,250.00	\$0.00	\$4,250.00	\$361.54	\$4,066.08	\$183.92	95.7
2.23 OTHER OPERATING SUPPLIES	\$4,500.00	\$536.48	\$5,036.48	\$368.48	\$5,036.48	\$0.00	100.0
2.31 BUILDING MATERIALS & SUPPLIES	\$1,250.00	(\$380.30)	\$869.70	\$14.58	\$524.83	\$344.87	60.3
2.32 PAINT AND PAINTING SUPPLIES	\$100.00	\$43.73	\$143.73	\$0.00	\$143.73	\$0.00	100.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.33 REPAIR PARTS	\$300.00	\$202.10	\$502.10	\$250.00	\$502.10	\$0.00	100.0
2.41 LIBRARY SUPPLIES	\$10,350.00	\$871.48	\$11,221.48	\$2,551.99	\$11,110.88	\$110.60	99.0
2.42 MARKETING SUPPLIES	\$100.00	\$0.00	\$100.00	\$0.00	\$34.75	\$65.25	34.8
Subtotal	\$32,385.00	\$693.92	\$33,078.92	\$5,197.48	\$32,047.89	\$1,031.03	96.9
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$300.00	\$2,599.27	\$2,899.27	\$72.00	\$2,899.27	\$0.00	100.0
3.14 OTHER PROFESSIONAL SERVICES	\$12,800.00	\$0.00	\$12,800.00	\$60.00	\$3,762.25	\$9,037.75	29.4
3.21 TELEPHONE	\$6,000.00	\$0.00	\$6,000.00	\$87.40	\$2,365.81	\$3,634.19	39.4
3.22 POSTAGE	\$5,800.00	\$0.00	\$5,800.00	\$995.15	\$5,133.25	\$666.75	88.5
3.23 MILEAGE	\$15,000.00	\$0.00	\$15,000.00	\$1,669.37	\$14,812.57	\$187.43	98.8
3.24 PROFESSIONAL MEETINGS	\$8,900.00	\$70.00	\$8,970.00	\$19.42	\$4,737.76	\$4,232.24	52.8
3.25 FREIGHT	\$1,600.00	\$0.00	\$1,600.00	\$42.12	\$1,433.67	\$166.33	89.6
3.26 NETWORKING	\$12,680.00	(\$4,241.19)	\$8,438.81	\$0.00	\$96.00	\$8,342.81	1.1
3.31 ADVERTISING & PUBLIC NOTICES	\$1,800.00	\$0.00	\$1,800.00	\$0.00	\$1,177.23	\$622.77	65.4
3.33 MARKETING ADVERTISING	\$775.00	\$346.70	\$1,121.70	\$0.00	\$1,006.91	\$114.79	89.8
3.41 OFFICIAL BONDS	\$200.00	\$5.00	\$205.00	\$0.00	\$205.00	\$0.00	100.0
3.42 OTHER INSURANCE	\$32,200.00	\$0.00	\$32,200.00	\$0.00	\$23,582.00	\$8,618.00	73.2
3.51 GAS	\$50,000.00	\$0.00	\$50,000.00	\$2,977.33	\$24,069.71	\$25,930.29	48.1
3.52 ELECTRICITY	\$60,000.00	\$1,030.03	\$61,030.03	\$5,249.29	\$61,030.03	\$0.00	100.0
3.53 WATER	\$1,150.00	\$0.00	\$1,150.00	\$63.85	\$981.20	\$168.80	85.3
3.54 WASTE DISPOSAL SERVICES	\$3,600.00	\$408.55	\$4,008.55	\$304.73	\$4,008.55	\$0.00	100.0
3.61 BUILDING & STRUCTURES	\$65,137.00	\$904.80	\$66,041.80	\$2,200.00	\$41,830.44	\$24,211.36	63.3
3.62 EQUIPMENT REPAIRS	\$700.00	\$168.90	\$868.90	\$0.00	\$868.90	\$0.00	100.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.72 EQUIPMENT RENTALS	\$250.00	\$0.00	\$250.00	\$9.95	\$239.40	\$10.60	95.8
3.91 DUES	\$2,262.00	\$0.00	\$2,262.00	\$27.00	\$1,976.95	\$285.05	87.4
3.93 TAXES & ASSESSMENTS	\$275.00	\$29.44	\$304.44	\$0.00	\$304.44	\$0.00	100.0
3.94 TRANSFER TO LIRF	\$30,126.00	\$0.00	\$30,126.00	\$30,126.00	\$30,126.00	\$0.00	100.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$89.74	\$189.74	\$16.89	\$89.74	\$100.00	47.3
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$65,432.00	\$0.00	\$65,432.00	\$3,550.21	\$61,627.47	\$3,804.53	94.2
Subtotal	\$377,207.00	\$1,411.24	\$378,618.24	\$47,470.71	\$288,364.55	\$90,253.69	76.2
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,490.00	\$774.54	\$11,264.54	\$967.57	\$3,547.23	\$7,717.31	31.5
4.51 Books	\$144,000.00	\$0.00	\$144,000.00	\$4,128.71	\$120,358.45	\$23,641.55	83.6
4.52 PERIODICALS & NEWSPAPERS	\$21,700.00	\$33.74	\$21,733.74	\$665.60	\$18,561.06	\$3,172.68	85.4
4.53 NONPRINTED MATERIALS	\$70,000.00	\$6,330.84	\$76,330.84	\$7,190.66	\$67,771.21	\$8,559.63	88.8
Subtotal	\$246,190.00	\$7,139.12	\$253,329.12	\$12,952.54	\$210,237.95	\$43,091.17	83.0
Grand Total	\$1,809,932.00	\$9,244.28	\$1,819,176.28	\$143,500.46	\$1,602,801.14	\$216,375.14	88.1

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 120 RENS/DEM & WHTFLD BIRF

Jasper County Public Library

Report Date: From 12/1/2007 To 12/31/2007

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>3. Other Services and Charges</i>							
3.14 OTHER PROFESSIONAL SERVICES	\$630.00	\$0.00	\$630.00	\$0.00	\$630.00	\$0.00	100.0
3.81 PAYMENT OF BONDS	\$105,000.00	\$0.00	\$105,000.00	\$0.00	\$105,000.00	\$0.00	100.0
3.82 INTEREST-BONDS	\$110,630.00	\$0.00	\$110,630.00	\$0.00	\$110,630.00	\$0.00	100.0
Subtotal	\$216,260.00		\$216,260.00	\$0.00	\$216,260.00	\$0.00	100.0
Grand Total	\$216,260.00	\$0.00	\$216,260.00	\$0.00	\$216,260.00	\$0.00	100.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for **130 LIRF FUND**

Jasper County Public Library

Report Date: From 12/1/2007 To 12/31/2007

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>3. Other Services and Charges</i>							
3.61 BUILDING & STRUCTURES	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.0
Subtotal	<i>\$45,000.00</i>		\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.0
Grand Total	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 160 CAPITAL PROJECTS FUND

Jasper County Public Library

Report Date: From 12/1/2007 To 12/31/2007

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>3. Other Services and Charges</i>							
3.14 OTHER PROFESSIONAL SERVICES	\$165.00	(\$165.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.26 NETWORKING	\$475.00	\$728.06	\$1,203.06	\$1,203.06	\$1,203.06	\$0.00	100.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$0.00	\$8,746.16	\$8,746.16	\$3,746.16	\$8,746.16	\$0.00	100.0
Subtotal	\$640.00	\$9,309.22	\$9,949.22	\$4,949.22	\$9,949.22	\$0.00	100.0
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$40,160.00	(\$6,737.15)	\$33,422.85	\$12,009.85	\$33,422.85	\$0.00	100.0
4.53 NONPRINTED MATERIALS	\$4,200.00	(\$2,572.07)	\$1,627.93	\$261.83	\$1,627.93	\$0.00	100.0
Subtotal	\$44,360.00	(\$9,309.22)	\$35,050.78	\$12,271.68	\$35,050.78	\$0.00	100.0
Grand Total	\$45,000.00	\$0.00	\$45,000.00	\$17,220.90	\$45,000.00	\$0.00	100.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
12/27/2007	100 Operating Fund	1.21 EMPLOYER'S SHARE-FICA	\$1,991.07	Transfer Per Board Resolution 12/27
12/27/2007	100 Operating Fund	1.24 EMPLOYER'S CONTRIB.- INS.	(\$1,991.07)	Transfer Per Board Resolution 12/27
12/27/2007	100 Operating Fund	2.11 OFFICIAL RECORDS	\$114.94	Transfer per Board Resolution 12/27
7/30/2007	100 Operating Fund	2.13 OTHER OFFICE SUPPLIES	\$5.49	Refund/Reimbursement Quill A/P #388
12/27/2007	100 Operating Fund	2.13 OTHER OFFICE SUPPLIES	(\$700.00)	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	2.23 OTHER OPERATING SUPPLIES	\$536.48	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	2.31 BUILDING MATERIALS & SUPPLIES	(\$424.03)	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	2.31 BUILDING MATERIALS & SUPPLIES	\$43.73	Transfer per Board Resolution 12/27
12/28/2007	100 Operating Fund	2.32 PAINT AND PAINTING SUPPLIES	\$43.73	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	2.33 REPAIR PARTS	\$202.10	Transfer per Board Resolution 12/27
1/2/2007	100 Operating Fund	2.41 LIBRARY SUPPLIES	\$644.70	Encumbered per Board Approval 12/27/06-Demco PO #7274
12/27/2007	100 Operating Fund	2.41 LIBRARY SUPPLIES	\$226.78	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	3.13 LEGAL SERVICES	\$2,599.27	Transfer per Board Resolution 12/27
3/23/2007	100 Operating Fund	3.24 PROFESSIONAL MEETINGS	\$70.00	Refund/Reimbursement Kalamazoo PL A/P #151
12/27/2007	100 Operating Fund	3.26 NETWORKING	(\$4,241.19)	Transfer per Board Resolution 12/27
1/2/2007	100 Operating Fund	3.33 MARKETING ADVERTISING	\$346.70	Encumbered per Board Approval 12/27/06-Janway PO#7278-Rev
12/27/2007	100 Operating Fund	3.41 OFFICIAL BONDS	\$5.00	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	3.52 ELECTRICITY	\$1,030.03	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	3.54 WASTE DISPOSAL SERVICES	\$408.55	Transfer per Board Resolution 12/27
6/29/2007	100 Operating Fund	3.61 BUILDING & STRUCTURES	\$904.80	FEMA Grant Reimbursed, Snow Storm - A/P #153 (Aaron's), A/P #194 (TLC Home Imp)
12/27/2007	100 Operating Fund	3.62 EQUIPMENT REPAIRS	\$168.90	Transfer per Board Resolution 12/27
12/27/2007	100 Operating Fund	3.93 TAXES & ASSESSMENTS	\$29.44	Transfer per Board Resolution 12/27
4/2/2007	100 Operating Fund	3.95 BOOK REIMBURSEMENT	\$15.00	University of Minn. Reimbursement-A/P #247
8/13/2007	100 Operating Fund	3.95 BOOK REIMBURSEMENT	\$21.95	Refund/Reimbursement Susan Blubaugh-A/P #677
8/13/2007	100 Operating Fund	3.95 BOOK REIMBURSEMENT	\$19.95	Refund/Reimbursement Sandy Osbon - A/P #674
11/8/2007	100 Operating Fund	3.95 BOOK REIMBURSEMENT	\$15.95	Refund/Reimbursement of Book/Customer A/P#914
12/10/2007	100 Operating Fund	3.95 BOOK REIMBURSEMENT	\$16.89	Reimbursed by Patron-T.White- A/P#991
1/2/2007	100 Operating Fund	4.4 FURNITURE & EQUIPMENT	\$774.54	Encumbered per Board Approval 12/27/06-Demco PO#7274
12/28/2007	100 Operating Fund	4.52 PERIODICALS & NEWSPAPERS	\$33.74	Refund/Reimbursement EVA-Disney/House:Garden
1/2/2007	100 Operating Fund	4.53 NONPRINTED MATERIALS	\$359.24	Encumbered per Board Approval 12/27/06-Wal-Mart purchase#014133

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
9/12/2007	100 Operating Fund	4.53 NONPRINTED MATERIALS	\$0.60	Reimbursement sales tax A/P #602
10/25/2007	100 Operating Fund	4.53 NONPRINTED MATERIALS	\$5,966.00	Refund/Reimbursement, LSTA Grant (self-ck out) A/P #767 & 678
12/10/2007	100 Operating Fund	4.53 NONPRINTED MATERIALS	\$5.00	Reimbursed by Patron, Beth Thomason - A/P #976
12/27/2007	160 CAPITAL PROJECTS FUND	3.14 OTHER PROFESSIONAL SERVICES	(\$165.00)	Transfer per Board Resolution 12/27
12/27/2007	160 CAPITAL PROJECTS FUND	3.26 NETWORKING	\$728.06	Transfer per Board Resolution 12/27
12/27/2007	160 CAPITAL PROJECTS FUND	3.98 MAINTENANCE/SERVICE CONTRACTS	\$8,746.16	Transfer per Board Resolution 12/27
12/27/2007	160 CAPITAL PROJECTS FUND	4.4 FURNITURE & EQUIPMENT	(\$6,737.15)	Transfer per Board Resolution 12/27
12/27/2007	160 CAPITAL PROJECTS FUND	4.53 NONPRINTED MATERIALS	(\$2,572.07)	Transfer per Board Resolution 12/27

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$9,244.28
160	\$0.00

Voucher List

Jasper County Public Library

Report Date: From 12/1/2007 To 12/28/2007

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
26715	957	ACE HARDWARE	12/10/2007	Glass Repairs, Halogen Bulb	\$6.89
26716	958	AFFORDABLE ALTERNATIVES	12/10/2007	2day Loan \$1.00 fine Labels	\$20.40
26717	959	ANGELA BARTON	12/10/2007	Lunch at ILF Conference	\$5.78
26718	960	BAKER & TAYLOR	12/10/2007	Books, Continuations, AY, Gift Fund, Audio Books	\$2,722.75
26719	961	CAPITAL ONE, F.S.B.	12/10/2007	Epson 82C Projector, case and replacement lamp	\$1,523.00
26720	962	CHESTER TECHNOLOGIES	12/10/2007	System Engineer Support	\$60.00
26721	963	DEMCO	12/10/2007	Book pockets, Book Covers, Plastic Adhesive, Book Cleaner, Replacement blades, "Mystery" labels	\$226.95
26722	964	EDUCATION NETWORKS OF A	12/10/2007	Internet Service-November 2007; Correct A/P 890 fund adjustment	\$1,410.00
26723	965	FASE'S WATER TREATMENT	12/10/2007	5-Redout for Water Softner - DeM. Lib.	\$56.25
26724	966	FLEXPAC/SCHNIABLE, INC	12/10/2007	Toilet tissue, multifold towels, and perforated towels	\$319.99
26725	967	GA FOODS GROUP	12/10/2007	Film Group Supplies	\$7.72
26726	968	HERITAGE OFFICE PRODUCT	12/10/2007	Engraved Nametag	\$10.50
26727	969	HIGHSMITH CO. INC.	12/10/2007	Labels	\$47.78
26728	970	HP PRODUCTS CORP.	12/10/2007	Bowl Cleaner	\$31.71
26729	971	INDIANAPOLIS STAR	12/10/2007	Annual Subscription for Rensselaer pays through 12/30/08	\$234.00
26730	972	INGRAM	12/10/2007	Books	\$239.86
26731	973	INSPIRATIONAL DISTRIBUTOR	12/10/2007	Christian Paperbacks	\$89.59
1039	974	JASPER COUNTY PUBLIC LIBR	12/10/2007	Bank Transfer (to Alliance Bk)	\$13,500.00
26732	975	JENNIFER L. DOUTHIT	12/10/2007	Mileage - Training	\$21.34
26733	976	LANDMARK AUDIOBOOKS	12/10/2007	Replacement Tape for Audiobook	\$5.00
26734	977	LINDA POORTENGA	12/10/2007	2008 Appt Calendar, Ornament Program supplies	\$25.92
26735	978	OCLC NETLIBRARY	12/10/2007	Subscription to a Research Database 9/1/07-8/31/08	\$3,000.00
26736	979	OSBY WATER CONDITIONING	12/10/2007	Peroxide for Wh. Water Softener	\$24.00
26737	980	PATTY STRINGFELLOW	12/10/2007	Parking Fee (ILF Conference), Mileage for Taskforce, Board Mtgs, ILF & ISL Conference	\$226.92
26738	981	POSTMASTER	12/10/2007	Postage - 2000-\$.41; 60-\$2.00; 40-\$1.00	\$980.00
26739	982	PRECISION CONTROL SYSTE	12/10/2007	Quarterly Invoice for Routine Maintenance	\$1,537.00
26740	983	QUILL CORPORATION	12/10/2007	Calendars and calendar refills, laserjet cartridges, labels, laser labels, tape, tripack ink cartridge, envelopes.	\$781.88
26741	984	RACHAEL CAVINDER	12/10/2007	Mileage: Counterparts, preschool visits	\$27.16
26742	985	RECORDED BOOKS, LLC	12/10/2007	Audiobooks	\$99.00
26743	986	ROEING CORPORATION	12/10/2007	Final Payment - MS Windows Conversion, ret'd 4MM Cleaning Cartridges, 1 yr. Server Mtnce, ret'd Server License, Windows Migration Consultations	\$3,705.64
26744	987	ROTARY CLUB of RENSSELAE	12/10/2007	September/October Membership Dues	\$27.00
26745	988	SUE TOBIAS	12/10/2007	Mileage - Anthem Seminar	\$130.47
26746	989	SUSAN ENGELMANN	12/10/2007	Mileage: Work for Wheatfield Christmas Party	\$21.34
26747	990	TESS HAMEL	12/10/2007	Mileage: Work DeMotte Christmas Party	\$21.34
26748	991	THERESE WHITE	12/10/2007	Refund on lost item that was returned (Joker BC#37901002270250)	\$16.89
26749	992	THOMSON GALE	12/10/2007	Continuations	\$208.55
26750	993	TYSEN'S COUNTRY GROCERY	12/10/2007	Annual DeMotte Library Friends Appreciation Luncheon	\$21.98
26751	994	UNIQUE MANAGEMENT SERVI	12/10/2007	Initial and Secondary Collections for October	\$350.38
26752	995	ULINE	12/10/2007	DVD Cases	\$75.53
26755	996	VISION SERVICE PLAN- (IN)	12/10/2007	Vision Premium, Dec 2007 - 15 empl.	\$155.70
26754	997	WAL-MART COMMUNITY BRC	12/10/2007	Bowl Cleaner	\$9.84
0	998	PAYROLL	12/10/2007	PAYROLL	\$36,338.80
26756	999	ALLIED WASTE SERVICES #71	12/10/2007	Trash Service for Wheatfield-December 2007	\$50.27

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
26757	1000	ANTHEM BLUE CROSS BLUE S	12/10/2007	Health Insurance Premium -December '07	\$8,454.45
26758	1001	ANTHEM LIFE	12/10/2007	Health Insurance Premium-25 employees, December 2007	\$86.25
26759	1002	EDWARD YOUNG	12/10/2007	Courier Mileage, 11/16/07-11/30/07	\$291.00
26760	1003	FIRST TRUST CREDIT UNION	12/10/2007	Deposits w/held from 10 Dec 07 Payroll - 6 participants	\$1,336.72
26761	1004	GREAT-WEST RETIREMENT S	12/10/2007	Annuity pymts w/held from payroll 10 Dec 07 - 8 Participants	\$1,210.00
0	1005	INDIANA DEPARTMENT OF RE	12/20/2007	EFT-State and County Tax Withheld December '07 Ref#64173 Verf Code 27	\$4,402.29
0	1006	IRS USA TAXPAYMENT	12/11/2007	FICA & Federal Taxes w/held 10 Dec 07 payroll, ref #00922355	\$7,965.88
26762	1007	THE TIMES	12/10/2007	Annual Subscription-DeMotte 12/22/07-12/22/08	\$221.00
26763	1008	TOWN OF WHEATFIELD SEW	12/10/2007	December Sewer Service @ Wh. Lib.	\$56.65
26764	1009	TOWN OF DEMOTTE	12/10/2007	Sewer service, DeMotte Lib, October '07	\$68.42
26765	1010	U S TREASURY	12/10/2007	W/held from 12/10/07 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$6.08
0	1011	DEMOTTE STATE BANK	12/10/2007	EFT - Deposit Slips for Wh. Lib	\$8.00
0	1012	PAYROLL	12/21/2007	PAYROLL	\$36,454.43
26766	1013	AFLAC	12/21/2007	Supplemental Ins. - Nov Premium - Molenaar, B. Thompson, Woods	\$168.00
26767	1014	CITY OF RENSSELAER	12/21/2007	Rensselaer Utilities, 11/07/07-12/07/07	\$2,696.27
26768	1015	EDWARD YOUNG	12/21/2007	Courier Mileage, 12/1/07-12/15/07	\$291.00
26769	1016	EMBARQ COMMUNICATIONS I	12/21/2007	Long Distance calls, 11/12/07-12/7/07	\$87.40
26770	1017	FIRST TRUST CREDIT UNION	12/21/2007	Deposits w/held from Dec 21, 2007 Payroll - 6 participants	\$1,297.86
26771	1018	GREAT-WEST RETIREMENT S	12/21/2007	Annuity pymts w/held from payroll Dec 21, 2007 - 8 Participants	\$1,210.00
0	1019	IRS USA TAXPAYMENT	12/24/2007	FICA & Federal Taxes w/held Dec 21, 2007 payroll, ref #00868382	\$7,942.77
26772	1020	NIPSCO	12/21/2007	Wh Utilities, 10/31/07-12/4/07	\$1,967.53
26773	1021	NIPSCO	12/21/2007	DeMotte Utilities, 11/06/07-12/7/07	\$3,756.06
26774	1022	U S TREASURY	12/21/2007	W/held from 12/21/07 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$6.08
26775	1023	AARON'S LAWN CARE	12/27/2007	Lawn Mowing, Leaf Pick Up, Landscape Blown Out -DeM (11/6-11/26/07) & Rens (11/6-11/19/07) Libraries	\$400.00
26776	1024	AFFORDABLE ALTERNATIVES	12/27/2007	CT0196 ribbon cartridge (black)	\$103.26
26777	1025	BAKER & TAYLOR	12/27/2007	Books, Continuations, AY, Gift Fund, Audio Books	\$2,185.78
26821	1026	BAKER & TAYLOR ENTERTAIN	12/27/2007	DVD's	\$1,873.51
26779	1027	BRACKEMYRE PUBLISHING	12/27/2007	Continuations	\$85.00
26780	1028	CAMPBELL PRINTING COMPA	12/27/2007	Envelopes, 2x3 labels	\$451.13
26781	1029	CARRIAGE PAPER PRODUCT	12/27/2007	Receipt printer paper	\$98.17
26782	1030	CDW GOVERNMENT, INC	12/27/2007	Receipt printer, DVD drive, Case for LCD Projector, Tapes, 3 printers, network carts, Camcorder/case, surge protector, remote for LCD, Wireless adaptor, headphones, network switch, LCD projector	\$6,328.92
26783	1031	CENTRAL INDIANA HARDWAR	12/27/2007	New Keys for Rensselaer Library	\$13.68
26784	1032	CHESTER TECHNOLOGIES	12/27/2007	Brightstor Arcserver Backup, Toner Cartridges	\$491.00
26785	1033	CULLIGAN	12/27/2007	December Water Cooler Rental - Wh. Lib.	\$9.95
26786	1034	DELL MARKETING L.P.	12/27/2007	Self Check monitors on stand, PC's, Soundbars for monitors	\$5,333.14
26787	1035	DIANA KOOY	12/27/2007	Mileage	\$84.39
26788	1036	ENGAGED PATRONS.ORG	12/27/2007	Events Registration Hosting Service 1/1/08-12/31/08	\$195.00
26789	1037	EVELYN BRISTOL	12/27/2007	Magnetic Words for Dm YA room	\$24.99
26790	1038	FASE-KALUF TV & APPLIANCE	12/27/2007	Mini fridge for Rn meeting room	\$169.99
26822	1039	GAIL JUNG	12/27/2007	Business Cards, Batteries, Flashlights, Tacky glue; Mileage-Bookkeeping Wkshp	\$116.01
26792	1040	HERITAGE OFFICE PRODUCT	12/27/2007	Nametag, Annual service contract for Dm copier	\$979.12
26793	1041	HIGHSMITH CO. INC.	12/27/2007	Bibliofile Label set, Two sided laminate	\$197.45
26794	1042	JOURNAL AND COURIER	12/27/2007	Newspaper Subsc.-DeMotte Lib. 1/11/08-1/08/09	\$210.60

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
26795	1043	JAGUAR EDUCATIONAL	12/27/2007	Laminated posters	\$77.90
0	1044	PAYROLL	12/21/2007	Underpayment of wages (\$.82/hr) - Joe Zellon, 9/16-12/15/07.	\$44.69
26796	1045	JASPER COUNTY PUBLIC LIBR	12/27/2007	Board resolution 12/10/07 to transfer funds to LIRF Acct	\$30,126.00
26797	1046	LAWN CARE CONSULTANTS	12/27/2007	Lawn Mowing, edging, mulching, sprinkler repairs, pruning, seeding bookdrop area-WWh. Lib, 7/28-11/8/07	\$1,800.00
26798	1047	LINDA POORTENGA	12/27/2007	Mileage - Lifelong Learning, grant wkshp, branch counterparts; boiler problems @ Rens on 12/14/07.	\$154.23
26799	1048	MIDWEST TAPE	12/27/2007	DVD	\$12.99
26800	1049	MUSIC IN MOTION	12/27/2007	Color Days Kit-Wheatfield. Ch. Program	\$63.95
26801	1050	NEW PIG CORPORATION	12/27/2007	Interlocking Fatigue Mats	\$82.40
26802	1051	OFFICE DEPOT	12/27/2007	Speciality Paper	\$47.47
26803	1052	PEGGY WOODS	12/27/2007	Staff Christmas Party Entrée	\$64.22
26804	1053	PHIL & SON, INC.	12/27/2007	Door Closure Mechanism @ DeM. Lib.	\$250.00
26805	1054	QUILL CORPORATION	12/27/2007	Constr. Paper, binders, clasp envelopes, contact paper, file folders, storage box, labels, laserjet cartridges, sticky notes, markers, typewriter ribbon.	\$497.89
26806	1055	RACO INDUSTRIES	12/27/2007	Laser Scanners & Stands - Self-Ck	\$489.73
26807	1056	RECORDED BOOKS, LLC	12/27/2007	CD Album Cases	\$672.40
26808	1057	ROEING CORPORATION	12/27/2007	Data Drops-Ad. Ref, Circ Desk, Ch. Ref. Desk @ Rens.	\$725.00
26809	1058	SHEILA MAXWELL	12/27/2007	Postage, Mtg Expenses, Mileage, Icon software	\$321.06
26810	1059	SUE TOBIAS	12/27/2007	Mileage - AVC Mtg (aborted b/c weather conditions)	\$27.16
26811	1060	SUSAN ENGELMANN	12/27/2007	Christmas Decorations, DVDs, craft supplies, film, Ch. Prog supplies	\$330.04
26812	1061	TRU-GREEN CHEMLAWN	12/27/2007	Ice Melt - 24 bags	\$270.00
26813	1062	UNIQUE MANAGEMENT SERVI	12/27/2007	Nov 2007 Initial & Secondary Placements	\$439.21
26814	1063	WAL-MART COMMUNITY BRC	12/27/2007	DVDs, TV, & Paints/Ornament Prog.	\$1,366.93
26815	1064	YVONNE DEL VECCHIO	12/27/2007	Mileage - Walking Bks; Rens. Lib.	\$29.15
26816	1065	GAYLORD BROS.	12/27/2007	Phoenix Task Chair-2 (Rens)	\$317.18
26817	1066	BAKER & DANIELS	12/27/2007	FMLA Inquiry Consultation, 11/1/07	\$72.00
26818	1067	DEMCO	12/27/2007	Adhesive, Cutting Mat, Bk Jackets, Filament tape, clock, headphones, beanbag chairs, booktruck, signage, magnetic board.	\$896.04
26819	1068	TEACHING COMPANY	12/27/2007	Great Courses 20th Century Amer. Fiction CD	\$109.95
150157	1069	JASPER COUNTY PUBLIC LIBR	12/27/2007	Temporary Loan to BIRF per bd resolution of 12/27/07 to correct deficit.	\$16,329.60
150158	1070	JASPER COUNTY PUBLIC LIBR	12/27/2007	Temporary Loan to pay Bond of 2001 due Jan. 15, 2008 per bd resolution 12/27/07.	\$158,477.50
0	1071	PUBLIC EMPLOYEES' RETIRE	12/27/2007	Correct 2nd and 3rd quarter fund payments.	\$0.00
0	1072	JASPER COUNTY PUBLIC LIBR	12/28/2007	Transfer funds to Operating Fund for wages withheld for overpayment of 2006 wages.	\$3,300.00

Warrant Claim

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
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Total Amount of Claims					\$385,105.04
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I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, December 31, 2007

Patricia J. Stringfellow
Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 4 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$385,105.04

Date this 14 day of January, 20 08.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

December 31, 2007

F5

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$2,276.11	\$34,394.98
DeMotte	\$750.78	\$11,368.21		
Rensselaer	\$860.92	\$14,592.29		
Wheatfield	\$664.41	\$8,434.48		
PHOTOCOPIES:			\$474.64	\$8,667.25
DeMotte	\$209.95	\$3,327.84		
Rensselaer	\$110.64	\$3,057.62		
Wheatfield	\$154.05	\$2,281.79		
INTEREST:			\$1,165.59	\$26,812.98
Checking/Repurchase/Savings/CD's	\$1,165.59	\$26,812.98		
TAXES:			\$533,349.26	\$1,363,977.90
Property Tax	\$520,685.56	\$712,881.45		
License Excise Tax	\$0.00	\$32,532.75		
Financial Institution Tax	\$1,719.00	\$1,719.00		
CVET(Commercial Vehicle Excise)	\$10,944.70	\$10,944.70		
Local Option/Certified Shares	\$0.00	\$547,858.00		
Local Option/Property Tax Repl.	\$0.00	\$58,042.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$3,946.29	\$28,028.91
Rebates/Refund	\$33.74	\$633.74		
Insurance Claim	\$0.00	\$0.00		
Wage Repayments	\$3,727.61	\$3,727.61		
Meeting Room Rental	\$0.00	\$350.00		
Overpayments/Returns	\$179.94	\$179.94		
Reimbursement	\$5.00	\$20.60		
Credit Card Rewards Redemption	\$0.00	\$250.00		
Grant Reimbursements	\$0.00	\$6,870.80		
Interfund Transfer	\$0.00	\$15,994.22		
Miscellaneous Receipts	\$0.00	\$2.00		
TOTAL OPERATING FUND RECEIPTS.....			\$541,211.89	\$1,461,882.02
PLAC FUND:-.....			\$30.00	\$180.00
GIFT FUNDS:			\$2,139.91	\$24,340.92
DeMotte	\$988.91	\$9,996.74		
Rensselaer	\$1,201.00	\$12,057.15		
Wheatfield	(\$50.00)	\$2,287.03		
LIB. IMPROV. RESERVE FUND: (Interest & Oper Fund Transfer (\$30,126)).....			\$30,556.02	\$36,124.06
BOND & INTEREST REDEMPTION FUND:			\$296,392.89	\$421,758.06
Property Tax	\$117,592.37	\$224,809.09		
License Excise Tax	\$0.00	\$18,148.45		
Financial Institution Tax	\$542.00	\$542.00		
CVET(Commercial Vehicle Excise)	\$3,451.42	\$3,451.42		
Temporary Loan from Construction	\$174,807.10	\$174,807.10		
RAINY DAY FUND:			\$0.00	\$97,031.00
CAGIT Spec.Distribution	\$0.00	\$97,031.00		
STATE TECHNOLOGY FUND GRANT FUND:-.....			\$11,258.71	\$11,258.71
CAPITAL PROJECTS FUND:			\$132,144.59	\$184,380.91
Interest Earned	\$566.49	\$7,564.22		
Property Tax	\$128,609.22	\$167,127.81		
License Excise Tax	\$0.00	\$6,520.00		
Financial Institution Tax	\$403.00	\$403.00		
CVET(Commercial Vehicle Excise)	\$2,565.88	\$2,565.88		
Printer Return Rebate	\$0.00	\$200.00		
HOST/HOSPITALITY FUND:			\$0.00	\$305.25
LEVY EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$499.80	\$7,415.55
Int. Earned(Chkg.,CD's,Escrow)	\$499.80	\$7,415.55		
Reimbursement - CPF Constr. Project	\$0.00	\$0.00		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$1,014,233.81	\$2,244,676.48

WITHHOLDING ACCOUNT FUNDS:

FIT Tax Collected	\$5,234.93	\$64,251.69
FICA Collected	\$5,336.86	\$64,507.07
State Tax Collected	\$2,435.82	\$29,649.19
County Tax Collected	\$1,809.08	\$13,076.57
Deferred Comp Plan	\$2,420.00	\$28,592.64
Pre-tax Insurance Plans	\$3,075.00	\$36,683.13
Life Insurance	\$137.80	\$1,523.60
PERF	\$1,957.46	\$23,367.43
Garnishments	\$12.16	\$12.16
Credit Union	\$2,634.58	\$45,607.98
EIC	\$0.00	(\$115.40)
Repayment	\$300.00	\$3,300.00

\$25,353.69

\$310,456.06

TOTAL RECEIPTS - ALL FUNDS.....**\$1,039,587.50****\$2,555,132.54**

Voucher List**Jasper County Public Library****Report Date: From 1/1/2008 To 1/14/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
26823	1	ALLIED WASTE SERVICES #71	1/10/2008	Trash Pick up for Wheatfield for Jan	\$50.66
26824	2	ANTHEM LIFE	1/10/2008	Health Insurance Premium-25 employees, January 2008	\$86.25
26825	3	BANK OF NEW YORK	1/10/2008	2004 Bond Payment	\$158,477.50
26826	4	EDWARD YOUNG	1/10/2008	Courier Mileage, 12/15/07-12/31/07	\$232.80
26827	5	FIRST TRUST CREDIT UNION	1/10/2008	Deposits w/held from Jan 10, 2008 Payroll - 6 participants	\$1,332.60
26828	6	GREAT-WEST RETIREMENT S	1/10/2008	Annuity pymts w/held from payroll Jan 10, 2008 - 8 Participants	\$1,210.00
0	8	IRS USA TAXPAYMENT	1/10/2008	FICA & Federal Taxes w/held Jan 10, 2008 payroll, ref #00366548	\$8,061.20
26829	9	OED OFFICE OF ENERGY & D	1/10/2008	4th Qtr Pymt PFEED Loan of 2002	\$2,402.97
26830	10	RENSSELAER REPUBLICAN	1/10/2008	Annul Wh. & Rens Newspaper Subsc - 1/10/08-1/10/09 & 1/11/08-1/11/09	\$230.00
26831	11	TOWN OF DEMOTTE	1/10/2008	Sewer service, DeMotte Lib, November '07	\$68.42
0	12	PAYROLL	1/10/2008	PAYROLL	\$36,814.65
26832	13	AARON'S LAWN CARE	1/14/2008	DeM: Plowing and Salt 12/5-12/17/07 Wh: Plowing, Salt, and Shovel 12/5-12/17/07	\$1,080.00
26833	14	ACE HARDWARE	1/14/2008	Shovel, Nuts, Bolts, Nails, Keys	\$20.37
26834	15	ANGELA BARTON	1/14/2008	3 fish and 3 gallons of water	\$12.43
26835	16	ANTHEM BLUE CROSS & BLUE	1/14/2008	COBRA Annual Administrative Fee - 16 Employees	\$600.00
26836	17	BIERMA HARDWARE, INC.	1/14/2008	Batteries, Bolts, Nuts	\$9.65
26837	18	BAKER & TAYLOR	1/14/2008	Books, Continuations, AY, Gift Fund, Audio Books	\$5,627.55
26838	19	BAKER & TAYLOR ENTERTAIN	1/14/2008	DVD's	\$192.21
26839	20	BLUETARP FINANCIAL, INC	1/14/2008	Screws, 1/8" Titanium, Install Plug	\$5.19
26840	21	BOYCE FORMS/SYSTEMS	1/14/2008	W-2's, W-3's, 1099's	\$68.17
26841	22	BURNS & WILCOX LTD.	1/14/2008	Directors & Officers Insurance	\$1,619.00
26842	23	BUTLER UNIVERSITY CHILDR	1/14/2008	Children's Literature Conference for Barton & Engelmann	\$170.00
26843	24	CAPITAL ONE, F.S.B.	1/14/2008	Mtg Expenses, Mini Flourescent Bulb, Shovel	\$90.93
26844	25	LIBRARY OF CONGRESS	1/14/2008	Cataloging Books: Subject Headings 30th Edition, Free Floating Subdivision 20th Edition	\$330.00
26845	26	CIRCLE R ELECTRIC, INC.	1/14/2008	Repair in ground fixtures, install two exterior door packs, relamp & reballast library fixtures	\$1,460.00
26846	27	CULLIGAN	1/14/2008	Water Cooler Rental-Dec & Water	\$49.45
26847	28	EDUCATION NETWORKS OF A	1/14/2008	Internet Service-December 2007	\$1,410.00
26848	29	FLEXPAC/SCHNIABLE, INC	1/14/2008	Multifold towels, toilet tissue, Perforated towels, garbage liners	\$806.75
26849	30	GA FOODS GROUP	1/14/2008	Film Group Supplies	\$32.99
26850	31	GAIL JUNG	1/14/2008	Wheatfield Petty Cash: Mileage, stamps & postcards	\$4.98
26851	32	GAIL JUNG	1/14/2008	DeMotte Petty Cash: Postage, Batteries, Keys	\$15.62
26852	33	GAIL JUNG	1/14/2008	Ren Petty Cash: Postage, Batteries, Disinfectant Spray	\$29.63
26853	34	GAYLORD BROS.	1/14/2008	Plasma TV Cart w/ Cabinet	\$868.91
26854	35	HIGHSMITH CO. INC.	1/14/2008	Spanish Materials, Laminated Posters	\$33.25
26855	36	GALE	1/14/2008	Books	\$1,357.75
26856	37	INDIANA DEPARTMENT OF HO	1/14/2008	Annual Elevator Inspection Fee - 2008	\$120.00
26857	38	INDIANA DEPT. OF ENVIRONM	1/14/2008	Public Water Systems Annual Fee - 2008 (DeM & Wh. Lib.)	\$200.00
26858	39	INDIANA DEPT. OF WORKFOR	1/14/2008	4th Qtr 2007 Unemployment Compensation	\$417.87
26859	40	INDIANA LIBRARY FEDERATIO	1/14/2008	Institutional & Trustee Dues - 2008	\$1,627.99
26860	41	INDIANA STATE LIBRARY	1/14/2008	3-PLAC Card Sales - 4th qtr 2007	\$90.00
26861	42	INGRAM	1/14/2008	Paperbacks	\$51.73
26862	43	INSPIRATIONAL DISTRIBUTOR	1/14/2008	Christian Books	\$36.26
26863	44	JASPER COUNTY HOSPITAL	1/14/2008	Dec. 2007 Water Testing (Coliform & Nitrates)-DeM Lib	\$34.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
26864	45	JASPER CO. VETERANS COU	1/14/2008	2 - US and 2 - Indiana Flags	\$124.00
26865	46	KOLORTECH, INC.	1/14/2008	60-Fluorescent 4' Tubes	\$245.86
26866	47	KONE, INC.	1/14/2008	1st Qtr 2008 Elevator Mtnce Contract	\$437.40
26867	48	LAFAYETTE BANK AND TRUST	1/14/2008	Annual Safe Deposit Rental, 2008	\$50.00
26868	49	MIDWEST TAPE	1/14/2008	DVDs	\$46.97
26869	50	MOVIE LICENSING USA	1/14/2008	Site Licenses for Movie Copyright Compliance, 2008 - Wh & Rens Libraries (Lic #186929001)	\$480.00
26870	51	NIPSCO	1/14/2008	Wheatfield Utilities, 12/4/07-1/4/08	\$1,908.86
26871	52	PHIL & SON, INC.	1/14/2008	Door Closure Arm-DeM. Lib.	\$110.00
26872	53	PRECISION CONTROL SYSTE	1/14/2008	DeM Boiler Repairs, flow switch, belt; bad actuator; install mtg room sensors. Rens. Boiler problems-no heat, pilot valve, air flow switch, ignition rod replaced, hand shut-off leaking; install mtg room sensor	\$2,997.72
26873	54	PREMIER WASTE & RECYCLIN	1/14/2008	Trash Pick-up, 1/1-3/31/08, DeM. Lib	\$150.00
26874	55	PUBLIC EMPLOYEES' RETIRE	1/14/2008	4th qtr 2007 payment - employer & employee contributions	\$20,518.41
26875	56	RAND MCNALLY & COMPANY	1/14/2008	2008 Commercial Atlas	\$300.67
26876	57	RECORDED BOOKS, LLC	1/14/2008	Playaways (digital), audiobooks	\$905.15
26877	58	ROEING CORPORATION	1/14/2008	3rd qtr payment on Mtnce Contract	\$1,250.00
26878	59	SECRETARY OF STATE	1/14/2008	Notary Application-Diane Opolski (1/23/08)	\$5.00
26879	60	SIMPLEXGRINNELL LP	1/14/2008	Annual Mtnce Alarm System -Dem & Rens. Lib.- 2008	\$2,142.00
26880	61	SUPERWAREHOUSE GOV LLC	1/14/2008	10-Kingston Traveller II Flash Drives, 1 GB USB	\$87.50
26881	62	TEACHING COMPANY	1/14/2008	DVDs	\$199.85
26889	63	TLC HOME IMPROVEMENTS, L	1/14/2008	Snow Removal, 12/1-12/16/07, Rens. Library	\$700.00
26883	64	UNIQUE MANAGEMENT SERVI	1/14/2008	Collections - Intial & Secondary Placements, December 2007	\$223.90
26884	65	UPSTART	1/14/2008	Bookmarks	\$110.60
26885	66	WALL STREET JOURNAL	1/14/2008	2 yr subscription- Rens. Lib.	\$395.00
26886	67	WASHINGTON POST	1/14/2008	2yr subscription-1/25/08-1/25/10-Rens.	\$144.00
26887	68	WEBBALANCED TECHNOLOGI	1/14/2008	Internet Filtering, 1/15-4/15-08	\$360.00
26888	69	WORLD BOOK INC.	1/14/2008	World Book Encyclopedia set, 2008	\$839.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
Total Amount of Claims					\$262,171.62

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, January 10, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$262,171.62

Date this 14th day of January, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

FEB.

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, February 11, 2008, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of January Board Meeting
Bills/Financial Reports
Salary Ordinance Update (R7)
Policy Review (R 10)
2008 Staff Development Day (R25)
Workshop Request (R25-R26)

General Business

Annual Report of Rensselaer Librarian
and Youth Specialist (R26)
Capital Projects Fund (R15 & R26)
Oath of Office-Treasurer (R26)
Wheatfield Irrigation System (R26)

Information
Action
Action
Discussion

Director's Report (R25-R31)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees

7:00 PM

January 14, 2008

Rensselaer Library

Present: Jody Melton, Anne-Marie Egan, Susan Deardorff, Mari Anne Sayler, Joan Floyd, Timothy Schultz Jr., Patricia Stringfellow, & Gail Jung.

Absent: Natalie Waling

BOARD OF FINANCE MEETING

For 2008 the board chose to elect the same officers to the Board of Finance as the Library Board officers.

The Annual Director's Financial Report and a copy of the investment register were presented and reviewed.

The 2008 Accounting Practices were presented and Jody Melton seconded. Motion passed. The board is moving to adopt them and J. Melton. The resolution was updated with Prior Approval was updated at the scheduled board meeting. On a motion by M. Sayler, seconded by J. Melton, the resolution. Motion passed unanimously.

signing page
in blue folder

The board designated the Rensselaer Library as the Kankakee Valley Post-News be used for advertising of legal notices on a motion by A-M Egan, seconded by J. Melton. Motion passed.

With no further business, the meeting adjourned at 7:08 PM

MONTHLY BOARD MEETING

The president opened the meeting with a moment of silence.

Agenda & Consent Agenda Approval: Oath of Office for Joan Floyd's re-appointment was added to the General Business portion of the meeting on a motion by T. Schultz and seconded by A-M Egan. A-M Egan moved, seconded by J. Floyd, to approve the revised Agenda and Consent Agenda items, minutes of the December Board Meetings, monthly bills, and financial reports, 2008 Salary Ordinance, Circulating Software Policy as recommended, and workshop requests for staff attendance at Computers in Libraries, PLA, and Children's Literature Conference. Motion was unanimous.

Salary Schedule Revision: After carefully reviewing library wages for libraries with similar operating income as JCPL and wages paid by local business' and school corporations and considering inflation, P. Stringfellow recommended that the salary schedule be revised to be more competitive. On a motion by M. Sayler, seconded by J. Melton, the 2008 salary schedule was approved as presented and the Personnel Policy was revised to include this schedule. Motion passed 5-1 with T. Schultz casting the nay vote.

MINUTES

Jasper County Public Library Board of Trustees

7:00 PM

January 14, 2008

Rensselaer Library

Present: Jody Melton, Anne-Marie Egan, Susan Deardorff, Mari Anne Sayler, Joan Floyd, Timothy Schultz Jr., Patricia Stringfellow, & Gail Jung.

Absent: Natalie Waling

BOARD OF FINANCE MEETING

For 2008 the board chose to elect the same officers to the Board of Finance as the Library Board officers.

The Annual Director's Financial Report and a copy of the investment register were presented and reviewed.

The 2008 Accounting Practices were reviewed with M. Sayler moving to adopt them and J. Melton seconding. Motion passed. The Resolution to Pay Bills with Prior Approval was updated to include paying mandated garnishments before the regularly scheduled board meeting. On a motion by M. Sayler, seconded by A-M Egan, the board approved the resolution. Motion passed unanimously.

The board designated the Rensselaer Republican and Kankakee Valley Post-News be used for advertising of legal notices on a motion by A-M Egan, seconded by J. Melton. Motion passed.

With no further business, the meeting adjourned at 7:08 PM

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Oath of Office: J. Floyd was reappointed by the County Commissioners to serve another four-year term beginning Jan 1, 2008, and took the Oath of Office. M. Sayler took the Oath of Office to serve as Assistant Treasurer for 2008. N. Waling was absent and shall take the Oath of Office for Treasurer at the next board meeting.

Fendig Painting: The Board approved allowing the Prairie Arts Council to photograph its Fendig painting "Peony" for the purpose of creating a set of notecards for their fund-raiser on a motion by J. Melton and seconded by M. Sayler.

Conflict of Interest: Board members who may have a conflict of interest are required to file the disclosure form annually. T. Schultz signed the conflict of interest form for filing with the State Board of Accounts and County Clerk's office.

Board Committee Appointments: S. Deardorff made the following committee appointments for 2008. Budget – N. Waling (chair), M. Sayler, A-M Egan; Policy – M. Sayler (chair), N. Waling, S. Deardorff; Director Evaluation: T. Schultz (chair), J. Melton, J. Floyd; Nomination – A-M Egan (chair), J. Floyd, J. Melton.

Director's Report: The Bond Bank was notified that we will not be borrowing from the Indiana Bond Bank Advanced Funding Program for 2008 because of the property tax revenues that were received on December 28, 2007.

The 46-page report by the Indiana Commission on Local Government Reform was released in December. Pertinent to libraries is to reorganize library systems by county and provide service to all citizens; budgets and bonds be approved by fiscal body; and to strengthen joint purchasing infrastructure of libraries. These are recommendations and have not been passed into law. P. Stringfellow will keep a close eye on the legislative sessions this year for any new developments and will keep the Board informed.

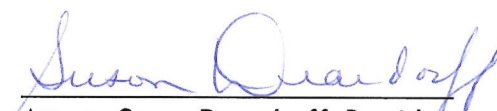
New rules are being proposed for certification requirements for public library professionals. A summary was included in the board packet. Our library is considered Class B. JCPL does not anticipate any problem meeting the standards as recommended. Also, current staff would be 'grandfathered' in according to the new rules.

The significance of Indiana libraries is outlined in The Economic Impact of Libraries in Indiana which has been included in all Board packets. It is a valuable marketing tool for the library and will be a useful tool when writing our next long-range plan.

Self-Checkout kiosks will be operational in February. We received a grant in 2007 to help fund this Technology Plan project. Phone Tree will also be implemented this spring. It will reduce postage costs when informing patrons of overdue materials.

Adjournment: With no further matters for discussion, J. Melton moved to adjourn at 7:54 PM.


Jody Melton, Secretary


Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
January 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	2	0	0	2
Award Winner JNF (DAJNF)	1	0	0	1
Award Winner JPFIC (DAJPBF)	0	0	0	0
Award Winning fiction (DAWFIC)	19	2	2	23
Award Winning non-fiction (DAWNF)	2	0	0	2
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	67	9	1	77
Books on CD (DBKCD)	116	1	4	121
Books on Tape (DBKT)	17	3	0	20
Compact Disc (DCD)	377	9	6	392
Digital Audiobooks (DDA)	5	0	0	5
DVD (DDVD)	1422	4	5	1431
Equipment (DEQP)	37	0	0	37
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	58	0	0	58
Fiction (DFIC)	1172	52	17	1241
Fiction Fantasy (DFICF)	33	0	5	38
Fiction Mystery (DFICM)	189	11	5	205
Fiction New (DFICNEW)	29	2	1	32
Fiction Science Fiction (DFICSF)	20	1	1	22
Fiction Western (DFICW)	53	0	0	53
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	0	0	0	0
Hanging Bags (DHANG)	14	0	2	16
ILL (DILL)	62	0	0	62
Internet (DINTER)	1080	0	0	1080
Juv. Audio book (DJAUDB)	14	0	0	14
Juv. Biography (DJBIO)	47	2	1	50
Juv. Book on CD (DJBKCD)	1	0	0	1
Juv. Book on Tape (DJBKT)	3	2	0	5
Juv. Compact Disc (DJCD)	43	0	0	43
Juvenile Easy (DJE)	616	26	6	648
Juv. Easy Non-fiction (DJENF)	0	0	0	0
Juv. Easy Reader (DJER)	376	3	1	380
Juv. Fiction (DJFIC)	445	13	7	465
Juv. Holiday books (DJHOL)	41	0	1	42
Juv. Magazine (DJMAG)	37	0	0	37
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	457	12	15	484
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	0	0	0	0

Juv. Toddler (DJTOD)	86	3	1	90
Large Print Fiction (DLPF)	109	0	1	110
Large Print Nonfic (DLPNF)	5	1	0	6
Magazine (DMAG)	950	2	1	953
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	19	0	0	19
Nonfiction 100 (DNF100)	37	9	1	47
Nonfiction 200 (DNF200)	31	2	1	34
Nonfiction 300 (DNF300)	92	7	4	103
Nonfiction 400 (DNF400)	1	0	0	1
Nonfiction 500 (DNF500)	5	0	0	5
Nonfiction 600 (DNF600)	74	3	2	79
Nonfiction 700 (DNF700)	7	0	0	7
Nonfiction 800 (DNF800)	0	0	0	0
Nonfiction 900 (DNF900)	4	1	0	5
Nonfiction DVD (DNFDVD)	24	0	1	25
Nonfiction (DNFIC)	501	26	18	545
Nonfiction New (DNFNEW)	8	2	1	11
Nonfiction VHS (DNFVHS)	24	2	1	27
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	5	0	0	5
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	27	0	0	27
Software (DSWAR)	89	1	4	94
Vertical File (DVF)	3	0	0	3
VHS (DVHS)	340	1	1	342
YA Audio book (DYAUDB)	1	0	0	1
YA Biography (DYAB)	1	0	0	1
YA Books on CD (DYABKCD)	4	0	0	4
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	146	1	1	148
YA Nonfiction (DYANF)	19	0	1	20
YA Paperback Fic (DYAPBF)	40	0	1	41
Storage (DZSTO)	12	0	0	12
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	3	64	1	68
Books on CD (RBKCD)	0	176	2	178
Books on Tape (RBKT)	1	82	0	83
Compact Disc (RCD)	5	262	2	269
Digital Audiobooks (RDA)	2	3	0	5
DVD (RDVD)	9	2001	7	2017
Equipment (REQP)	0	81	0	81
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	59	0	59
Fiction (RFIC)	41	1242	26	1309
Fiction New (RFICNEW)	1	18	0	19

Genealogy (RGENE)	0	8	0	8
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	20	1	21
Hanging Bag (RHANG)	0	18	0	18
ILL (RILL)	0	51	0	51
Internet (RINTER)	0	2146	0	2146
Juv. Audio book (RJAUDB)	0	7	0	7
Juv. Biography (RJBIO)	1	49	0	50
Juv. Book on CD (RJBKCD)	0	4	0	4
Juv. Book on Tape (RJBKT)	0	10	0	10
Juv. Compact Disc (RJCD)	0	23	0	23
Juvenile Easy (RJE)	6	989	17	1012
Juv. Easy Non-fiction (RJENF)	0	0	0	0
Juv. Easy Reader (RJER)	1	234	0	235
Juv. Fiction (RJFIC)	1	399	3	403
Juv. Magazine (RJMAG)	0	16	0	16
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	10	539	7	556
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJTO)	0	168	0	168
Large Print Fiction (RLPF)	3	94	1	98
Large Print Nonfic (RLPNF)	2	10	0	12
Magazine (RMAG)	4	227	2	233
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	2	15	0	17
Non-Fiction 100 (RNF100)	0	36	0	36
Non-Fiction 200 (RNF200)	7	35	1	43
Non-Fiction 300 (RNF300)	10	121	3	134
Non-Fiction 400 (RNF400)	0	16	1	17
Non-Fiction 500 (RNF500)	0	25	0	25
Non-Fiction 600 (RNF600)	9	290	14	313
Non-Fiction 700 (RNF700)	12	48	1	61
Non-Fiction 800 (RNF800)	0	5	0	5
Non-Fiction 900 (RNF900)	0	13	0	13
Nonfiction DVD (RNFDVD)	1	52	0	53
Nonfiction (RNFIC)	12	271	8	291
Nonfiction new (RNFNEW)	1	9	0	10
Nonfiction VHS (RNFVHS)	0	77	3	80
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	0	0	0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	18	0	18
Software (RSWAR)	0	106	1	107
Vertical File (RVF)	0	4	0	4
VHS (RVHS)	2	379	1	382
YA Audio book (RYAUDB)	0	2	0	2
YA Biography (RYAB)	0	8	0	8

YA Books on CD (RYABKCD)	0	4	0	4
YA Books on Tape (RYABKT)	0	2	0	2
YA Fiction (RYAF)	5	128	5	138
YA Nonfiction (RYANF)	2	19	0	21
YA Paperback Fic (RYAPBF)	0	1	0	1
Storage (RZSTO)	0	0	0	0
	0			
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	11	8	35	54
Books on CD (WBKCD)	3	4	145	152
Books on Tape (WBKT)	2	4	16	22
Compact Disc (WCD)	8	3	253	264
Digital Audiobooks (WDA)	0	0	3	3
DVD (WDVD)	20	10	1557	1587
Equipment (WEQP)	0	0	72	72
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	38	38
Fiction (WFIC)	66	32	605	703
Fiction Fantasy (WFICF)	0	0	5	5
Fiction Mystery (WFICM)	15	6	168	189
Fiction New (WFICNEW)	1	0	51	52
Fiction Science Fiction (WFICSF)	0	0	5	5
Fiction Western (WFICW)	0	1	4	5
Genealogy (WGENE)	0	0	2	2
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	0	0
Hanging Bags (WHANG)	1	0	28	29
ILL (WILL)	1	0	29	30
Internet (WINTER)	0	0	849	849
Juv. Audio book (WJAUDB)	0	0	6	6
Juv. Biography (WJBIO)	0	1	32	33
Juv. Book on CD (WJBKCD)	0	0	12	12
Juv. Book on Tape (WJBKT)	0	0	11	11
Juv. Compact Disc (WJCD)	0	0	18	18
Juvenile Easy (WJE)	14	17	531	562
Juv. Easy Non-fiction (WJENF)	0	0	1	1
Juv. Easy Reader (WJER)	2	3	270	275
Juv. Fiction (WJFIC)	10	16	288	314
Juv. Magazine (WJMAG)	0	0	32	32
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	11	13	374	398
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	3	3
Juv. Toddler (WJTOD)	0	5	138	143
Large Print Fiction (WLPF)	2	2	76	80
Large Print Nonfic (WLPNF)	0	3	11	14
Magazine (WMAG)	17	1	395	413
Non-Fiction 000 (WNF000)	0	2	6	8
Non-Fiction 100 (WNF100)	1	1	11	13
Non-Fiction 200 (WNF200)	4	5	11	20
Non-Fiction 300 (WNF300)	1	4	20	25

Non-Fiction 400 (WNF400)	0	0	4	4
Non-Fiction 500 (WNF500)	0	0	3	3
Non-Fiction 600 (WNF600)	1	2	51	54
Non-Fiction 700 (WNF700)	0	0	12	12
Non-Fiction 800 (WNF800)	0	0	0	0
Non-Fiction 900 (WNF900)	0	0	6	6
Nonfiction DVD (WNFDVD)	1	2	28	31
Nonfiction (WNFIC)	44	27	353	424
Nonfiction New (WNFNEW)	1	0	7	8
Nonfiction VHS (WNFVHS)	6	0	23	29
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	1	0	2	3
Software (WSWAR)	0	2	59	61
Vertical File (WVF)	0	0	4	4
VHS (WVHS)	1	2	375	378
YA Audio book (WYAUDB)	0	0	0	0
YA Biography (WYAB)	0	0	1	1
YA Books on CD (WYABKCD)	3	0	6	9
YA Books on Tape (WYABKT)	0	0	1	1
YA Fiction (WYAF)	16	3	131	150
YA Nonfiction (WYANF)	0	0	14	14
YA Paperback Fic (WYAPBF)	0	0	0	0
Storage (WZSTO)	0	13	0	13
TOTAL	9936	11089	7418	28443

CIRCULATION BY HOLDINGS CODE
January 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	2	0	0	2
Award Winner JNF (AJNF)	1	0	0	1
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	19	2	2	23
Award Winning non-fiction (AWNF)	2	0	0	2
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	81	81	37	199
Books on CD (BKCD)	119	181	151	451
Books on Tape (BKT)	20	89	16	125
Compact Disc (CD)	390	274	261	925
Digital Audiobooks (DA)	7	3	3	13
DVD (DVD)	1451	2015	1569	5035
Equipment (EQP)	37	81	72	190
See librarian (ERR)	0	0	0	0

Express Book (EXP)	58	59	38	155
Fiction (FIC)	1279	1326	648	3253
Fiction Fantasy (FICF)	33	0	10	43
Fiction Mystery (FICM)	204	17	173	394
Fiction New (FICNEW)	31	20	52	103
Fiction Science Fiction (FICSF)	20	1	6	27
Fiction Western (FICW)	53	1	4	58
Genealogy (GENE)	0	8	2	10
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	0	20	1	21
Hanging Bags (HANG)	15	18	30	63
ILL (ILL)	63	51	29	143
Internet (INTR)	1080	2146	849	4075
Juv. Audio book (JAUDB)	14	7	6	27
Juv. Biography (JBIO)	48	52	33	133
Juv. Book on CD (JBOD)	1	4	12	17
Juv. Book on Tape (JBKT)	3	12	11	26
Juv. Compact Disc (JCD)	43	23	18	84
Juvenile Easy (JE)	636	1032	554	2222
Juv. Easy Non-Fiction (JENF)	0	0	1	1
Juv. Easy Reader (JER)	379	240	271	890
Juv. Fiction (JFIC)	456	428	298	1182
Juv. Holiday (JHOL)	41	0	1	42
Juv. Magazine (JMAG)	37	16	32	85
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	478	564	396	1438
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	0	0	3	3
Juv. Toddler (JTOD)	86	176	139	401
Large Print Fiction (LPF)	114	96	78	288
Large Print Nonfic (LPNF)	7	14	11	32
Magazine (MAG)	971	230	398	1599
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	21	17	6	44
Non-Fiction 100 (NF100)	38	46	12	96
Non-Fiction 200 (NF200)	42	42	13	97
Non-Fiction 300 (NF300)	103	132	27	262
Non-Fiction 400 (NF400)	1	16	5	22
Non-Fiction 500 (NF500)	5	25	3	33
Non-Fiction 600 (NF600)	84	295	67	446
Non-Fiction 700 (NF700)	19	48	13	80
Non-Fiction 800 (NF800)	0	5	0	5
Non-Fiction 900 (NF900)	4	14	6	24
Non-Fiction DVD (NFDVD)	26	54	29	109
Nonfiction (NFIC)	557	324	379	1260
Nonfiction New (NFNEW)	10	11	8	29
Nonfiction VHS (NFVH)	30	79	27	136
Professional Coll. (PROF)	0	0	0	0
Parent Shelf Juv. Fic (PJF)	0	0	0	0

Parent Shelf Juv. NF (PSJNF)	5	0	0	5
Reference (REF)	56	58	44	158
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	28	18	2	48
Software (SWAR)	89	109	64	262
Vertical File (VF)	3	4	4	11
VHS	343	382	377	1102
YA Audio book (YAUDB)	1	2	0	3
YA Biography (YAB)	1	8	1	10
YA Books on CD (YABKCD)	7	4	6	17
YA Books on Tape (YABKT)	0	2	1	3
YA Fiction (YAF)	167	132	137	436
YA Nonfiction (YANF)	21	19	15	55
YA Paperback Fic (YAPBF)	40	1	1	42
Storage (ZSTO)	12	13	0	25
				0
Free reads	396	393	168	957
Games/Puzzles	10	0	0	10
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	10398	11540	7630	29568

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2200	1926	1177	5303
Nonfiction	1119	1205	664	2988
CHILDREN'S BOOKS				
Fiction	1578	1878	1264	4720
Nonfiction	575	616	434	1625
YA BOOKS				
Fiction	207	153	139	499
Nonfiction	22	27	16	65
Magazines, Adult	971	230	398	1599
Magazines, Children	37	16	32	85
Sound Recordings, adult	544	555	438	1537
Sound Recordings, ch	76	64	77	217
Online databases	0	0	0	0
Software	89	109	64	262
Vertical file	3	4	4	11
VHS/DVD	1850	2530	2002	6382
Equipment	37	81	72	190
Total	9308	9394	6781	25483
A-V Circulation	2559	3258	2581	8398
A-V Circulation as % of total	27.5%	34.7%	38.1%	33.0%

January 2008

R3

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
16,561	16,651	11,694	11,679	10,925	10,980
16,530	16,571	19,075	18,947	9,062	9,053
					ADULT BOOKS
					Fiction
					Nonfiction
					CHILDREN'S BKS
12,152	12,205	10,642	10,697	8,227	8,267
9,229	9,244	5,579	5,613	4,500	4,521
					Fiction
					Nonfiction
					YA BOOKS
2,177	2,195	2,003	2,012	1,628	1,652
414	415	622	639	143	144
					Fiction
					Nonfiction
					0 Magazines,Adult
					0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,213	2,221	2,759	2,739	2,421	2,439 Sound Rec/Adult
422	424	434	434	457	463 Sound Rec/Child
25	25	16	16	1	1 Online Databases
317	315	375	368	122	122 Software
3	3				Vertical Files
2,553	2,573	3,570	3,653	1,767	1,792 VHS/DVD
119	119	142	142	57	57 Equipment
62,715	62,961	56,931	56,959	39,310	39,491 TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

January 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	212	46	188	41	83	18	483	105
LOCAL HISTORY								
In person	2	1	10	3	6	2	18	5
Letters written	0	0	4	4	0	0	4	4
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1080	45	2146	89	849	35	4075	170
Computer software used	264	22	235	20	133	11	632	53
VCR Use	0	0	0	0	0	0	0	0
Microforms	5	1	10	1	0	0	15	2
CD ROM/Online databases	112	9	405	34	107	9	624	52
Typewriter use	1	0	2	0	2	0	5	0
Other equipment used	0	0	1	0	0	0	1	0
OTHER LIBRARY SERVICES USED								
Outreach activities	40	40	10	7	0	0	50	33
Notarized documents	11	3	2	1	14	4	27	7
Meeting Room Use (no. of group)	47	16	56	19	44	15	147	49
Study room use	16	1	25	2	50	4	91	8
Proctoring	0	0	0	0	0	0	0	0
Tax Forms distributed	0	0	4	0	0	0	4	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	45		218		177		440	
WIRELESS USE via patron owned pcs	9		55		54		118	
INTERLIBRARY LOANS								
Requests made for:	40	10	39	10	31	8	110	28
Items rec'd for:	56	28	58	29	44	22	158	79
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7648	7693	3971	19312
				0
Non-resident, paying	1	2	0	3
PLAC card users	0	3	0	3
Reciprocal borrowers	400	323	72	795

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	1	6	0	0	0	0	1	6
Children's Programs (0-13)	3	18	7	42	9	54	19	114
Number attending	34		68		308		410	
YA Programs (14-17)	3	18	2	12	0	0	5	30
Number attending	11		29		0		40	
Adult Programs	1	6	3	18	0	0	4	24
Number attending	37		85		26		148	
Senior Citizen Programs	11	66	4	24	1	6	16	96
Number attending	94		43		8		145	
Total Number of Programs	19	114	16	96	10	60	45	270
Total Persons Attending	176		225		342		743	
Total Attending Same Month Last `	298		256		201		755	
Total Staff Hours Spent		335		355		187	877	864
Total Number of In-House Program	10		15		5		30	
Total Attendance	87		205		52		344	
Total Number of Outreach Program	9		1		5		15	
Total Attendance	89		20		290		399	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	7085	76.5%	6612	70.7%	4713	70.0%	18410	72.6%
Corporate	11	0.1%	46	0.5%	0	0.0%	57	0.2%
Juvenile 0-11	473	5.1%	468	5.0%	333	4.9%	1274	5.0%
Juvenile-AV	370	4.0%	689	7.4%	677	10.0%	1736	6.8%
Nonresident No Fee	14	0.2%	201	2.1%	85	1.3%	300	1.2%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	1	0.0%	0	0.0%	1	0.0%
Reciprocal Adult	433	4.7%	152	1.6%	65	1.0%	650	2.6%
Reciprocal Juvenile	3	0.0%	11	0.1%	0	0.0%	14	0.1%
Reciprocal Juvenile AV	6	0.1%	11	0.1%	0	0.0%	17	0.1%
Reciprocal YA	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal YA AV	22	0.2%	34	0.4%	0	0.0%	56	0.2%
School	0	0.0%	4	0.0%	0	0.0%	4	0.0%
School AV	0	0.0%	0	0.0%	0	0.0%	0	0.0%
St. Joseph College	0	0.0%	71	0.8%	0	0.0%	71	0.3%
Staff	385	4.2%	710	7.6%	559	8.3%	1654	6.5%
Walking books	81	0.9%	34	0.4%	0	0.0%	115	0.5%
YA 12-17	102	1.1%	32	0.3%	77	1.1%	211	3.1%
YA-AV	277	3.0%	280	3.0%	228	3.4%	785	3.1%
Total	9262		9356		6737		25355	

All items borrowed by nonresidents	478	5.2%	485	5.2%	150	2.2%	1113	4.4%
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**Salary Ordinance 2008
Updated 2/11/08**

Name	Classification	Present Hrly Wage	Start Date	Hrs Worked	Library
Angela Barton	Assistant II	\$9.88/10.68/\$11.00		35	R
Evie Bristol	Specialist III	\$12.93/\$13.73/\$14.14		35	R

Angela's and Evie's classification and hourly wage were listed incorrectly on the 2008 Salary Ordinance that was approved in January. An update is necessary to correct this information.

We have examined and approved the changes to the 2008 Jasper County Public Library Salary Ordinance. Dated 2/11/08

Inventory NSchultz
Mari Anne Sayler
Susan Deardorff
Jody Melton

Aimee Marie Egan
Natalie Waling

HOLIDAY POLICY

R10

Jasper County Public Library

The Library will be closed on these Holidays:

New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve

In addition, all locations will close at 5:00 PM on the day before Thanksgiving.

Employees eligible for holiday benefits will also receive a paid holiday on their birthday or another day in their birthday month.

If a Holiday falls on a Saturday, the Library will be closed on Saturday. Persons not scheduled to work on Saturday will be given equivalent time off with pay; if a Holiday falls on a Sunday, the Library will be closed the following Monday.

When a holiday falls during an employee's scheduled paid vacation period, the employee receives another day off as scheduled.

The Library Board values the expertise and dedication shown by its long-term employees. To honor these employees, they will give an extra holiday which may be taken during the month in which they celebrate each 5 year milestone in their library employment. This anniversary holiday will be given to any long-term employee, regardless of full or part-time status.

At the end of each year a specific list of days and times of observance shall be prepared by the Director and submitted to the Library Board for the following year.

8/94; 2/04; revised 2/08

Jasper County Public Library Library Capital Projects Fund 2009-2011

I. The Library District

Jasper County Public Library serves all of Jasper County except for Carpenter Township and Remington, with the headquarters library in Rensselaer (208 W. Susan), and branches in DeMotte and Wheatfield.

A seven-member board of trustees governs the library. Natalie Waling and Timothy Schultz are appointed by the County Council, Joan Floyd and Sue Deardorff by the County Commissioners, Anne-Marie Egan and Mari Anne Sayler by the Rensselaer Central School Board and Jody Melton is appointed jointly by the Kankakee Valley School Board and West Central School Board. Terms have staggered expiration dates. The library employs 59 persons (the equivalent of 35.5 full-time staff) to work the combined 169 hours the three libraries are open each week.

Current Annual Budget (2008)

<u>Fund</u>	<u>Budget</u>	<u>Tax Levy</u>	<u>Tax Rate</u>
Operating	\$1,847,483	\$981,457	.0654
Debt Service	\$315,748	\$325,683	.0210
Library Improvement Reserve	\$50,000	\$0	0
Library Capital Projects	\$47,000	\$225,000	.0150
Rainy Day Fund	\$50,000	\$0	0

II. Facilities

The DeMotte (901 Birch St. S.W.) and Rensselaer (208 W. Susan) libraries, built in 1992, are approximately **17,000 square feet** each. Estimated current value of the Rensselaer library is \$3,668,439. Estimated current value of the DeMotte Library is \$3,399,673 (includes building, contents, outside structures).

The Wheatfield Library (350 S. Bierma Street) built in 2005 is **14,900 square feet**. Estimated current value is \$3,773,257.

All three buildings are in good condition.

As dictated by our long range plan, the Library Board is investigating the possibility of reorienting the front of the DeMotte Library's entrance from the west to the east side of the building to provide

patrons with ample, safer, more accessible and convenient parking. We also realize that the library will need changes in the future to accommodate expected population growth. This plan builds in funds for meeting DeMotte's needs in the future.

The library district does not own any real estate other than described above.

III. Library Service Area

The library service area is 506 square miles with a population of 27,947. The 2007 annual report shows **19,140** resident registered borrowers and **781** non-resident registered borrowers.

Library use: The number of persons entering our libraries during an average *week* in 2007 was **5,003**.

Patron assistance: Patrons often need help finding the book or information they need. Staff handles about 847 requests for assistance per week at the libraries.

Hours: Wheatfield is open 50.5 hours per week, including one evening and Saturdays. DeMotte is open 58 hours per week, including three evenings and Saturdays. Rensselaer is open 60 hours per week, including four evenings and Saturdays.

Materials collection:

Type of Material	DeMotte	Rensselaer	Wheatfield
Books	55,799	45,230	33,826
Videos & DVDs	2,637	3,647	1,974
Music CDs	1,313	1,426	1,390
Audiobooks	1,245	1,457	1,463
Software	348	369	185

Periodicals/Newspaper Subscriptions owned by JCPL: 493.

The Library does not limit patrons to use of their own agency's collections. It shares material freely among the three locations via daily courier service. It also borrows almost 1,600 items per year from other libraries across the country through interlibrary loan.

Circulation: Total circulation for 2007 was **305,366 items**. This included **93,028** children's items.

Public programming: The libraries offer a large and varied selection of programs for persons of all ages. In 2007, the 3 libraries offered a total of 702 programs, with a total attendance of 19,848. These included Summer Reading programs, author visits, book and film discussions, children's story hours, sign language classes, chess programs, local history and genealogy programs, computer and Internet training classes, blood pressure screenings, tax assistance for low income persons, and a great variety of other programs.

Technology:

The Library uses computers and fax machines to move information quickly among the branches and to and from other libraries and patrons' homes and offices.

Our automated library system provides for the cataloging of materials, circulation functions, record-keeping and an online patron access catalog that patrons can use to place holds on materials, renew materials, and access their patron account information. Just this past month, we installed one self-checkout station at each library as a means to fulfill the needs and expectations of our technologically astute library users.

The Library has a home page on the World Wide Web (www.jasperco.lib.in.us) with links guiding Internet users working in the library or in their homes or offices to useful websites. All staff computers and 52 public workstations now have Internet access. Patrons use Internet workstations to file their taxes, search and apply for jobs, do their online banking, renew their license plates, file financial aid forms, take exams, plan a vacation, search for consumer and health information, and for other tasks too numerous to mention. Patrons made **52,557** visits to the library's well-used Internet workstations last year, **nearly 10,000 more visits than the year before.**

In addition, a wide-area network allows patrons at all three libraries to access valuable online databases and allows staff to share files with each other. Patrons at all three libraries have access to all electronic resources from most public workstations. Most of the online databases leased by the library are also available to patrons from their home or office computers.

All of our libraries provide access to word processing software, children's electronic books, educational programs, and games. The DeMotte and Rensselaer libraries offer access to CD-ROM databases specifically related to Genealogy. In 2006 we digitized a collection of historically significant documents that were the property of Rensselaer resident Robert Huston Milroy, a prestigious Civil War general. These images are accessible via our library website and are useful to Civil War scholars. We regularly add items to this collection as letters and documents are transcribed by our library volunteers.

Patrons have access to wireless Internet service at all three libraries. This allows patrons to bring their own laptops and other portable electronic devices into our libraries and access the Internet via their own equipment, a service that has been requested by patrons.

The Library owns an LCD projector that may be used in any of our meeting rooms by groups reserving our meeting rooms. It may also be rented for use outside the library.

The Library has a portable computer lab that contains 10 laptop computers, an LCD projector, and a printer. The lab is used to provide computer-based instruction to residents of our service area. It may be used at any of our libraries. When it is not being used at any of our locations for a scheduled training session, it is available to businesses and local organizations for hands-on training for their employees or members. The lab is also available to area colleges who may wish to offer classes using our lab as a satellite location. The lab can only be used in our facilities.

IV. Anticipated Capital Projects Fund Resources

1. Sources and amounts of anticipated income

	2009	2010	2011
Property Taxes	\$269,325	\$277,305	\$285,624
Auto Excise	\$29,750	\$31,000	\$32,250
Financial Institutions Tax	\$465	\$505	\$545
CVET	\$3,100	\$3,350	\$3,600
Other Revenue (Interest)	\$35,812	\$51,259	\$67,870
TOTAL	\$338,452	\$363,419	\$389,889

2. Amount of revenue to be retained for expenditures proposed for future years.

2009	\$ 291,452 plus amount retained from previous years = \$963,538
2010	\$ 313,419 plus amount retained from previous years = \$1,276,957
2011	\$ 339,889 plus amount retained from previous year = \$1,616,846

3. Projected assessed valuation of the library district

2009	2010	2011
\$2,025,000,000	\$2,085,000,000	\$2,147,550,000

4. Projected tax rates and levies for the Capital Projects Fund based on the above assessed valuations.

	2009	2010	2011
Proposed property tax rate	\$0.0133	\$0.0133	\$0.0133
Proposed levy	\$269,325	\$277,305	\$285,624

V. Proposed Use of the Capital Projects Fund

I.C. 36-12-12-2(b)(1-3) states that the Library Capital Projects Fund may be used to pay for planned construction, repair, replacement, or remodeling. It may be used to pay for site acquisition and development. I.C. 36-12-12-2-4(c) states that it may be used to pay for purchase, lease, or repair of equipment to be used by the library district. I.C. 36-12-12-2-4(d) states that it may be used to pay for the purchase, lease, upgrading, maintenance, or repair of computer hardware or software.

BUDGET YEAR: 2009

Location: System-wide

An appropriation of \$47,000 will be made for purchase, maintenance and upgrading of computer hardware and software, and for network and automated systems hardware and software.

Allocation for Future Projects:

Location: DeMotte Library

The sum of \$291,452 will be set aside for future renovation at the DeMotte Library.

BUDGET YEAR: 2010

Location: System-wide

An appropriation of \$50,000 will be made for purchase, maintenance and upgrading of computer hardware and software, including network and automated systems hardware and software.

Location: DeMotte Library

An appropriation of \$313,419 will be made for future renovation at the DeMotte Library.

BUDGET YEAR: 2011

Location: System-wide

An appropriation of \$50,000 will be made for purchase, maintenance and upgrading of network cabling, equipment and systems and of computer hardware and software.

Allocation for Future Projects:

Location: DeMotte Library

The sum of \$339,889 will be set aside for future renovation at the DeMotte Library.

Summary of Proposed Expenditures
And
Allocation to Future Projects By Plan Year:

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Planned construction, repair, replacement or remodeling	\$0	\$0	\$0
Purchase, lease or repair of equipment:	\$0	\$0	\$0
Upgrades, repair and maintenance Of computer hardware and software	\$47,000	\$50,000	\$50,000
<u>Subtotal Proposed Expenditures:</u>	\$47,000	\$50,000	\$50,000
Allocation for Future Projects	\$963,538*	\$1,276,957*	\$1,616,846
<u>Total Expenditures and Allocations:</u>	\$1,010,538*	\$1,326,957*	\$1,666,846

* Includes capital project funds set aside for allocation for future projects from previous year(s) which have not yet been spent.

LIBRARY CAPITAL PROJECTS FUND PLAN SUMMARY
Jasper County Public Library

EXPENDITURES:	2009	2010	2011
(1) Planned construction, repair, replacement or remodeling	-0-	-0-	-0-
(2) Acquisition of real property	-0-	-0-	-0-
(3) Site development	-0-	-0-	-0-
(4) Emergency Allocation	-0-	-0-	-0-
(5) Purchase, lease, repair, maintenance of equipment	-0-	-0-	-0-
(6) Purchase, lease, repair, maintenance of computer hardware and software	\$47,000	\$50,000	\$50,000
SUBTOTAL EXPENDITURES	\$47,000	\$50,000	\$50,000
(7) Allocation for future projects (cumulative totals)	\$963,538	\$1,276,957	\$1,616,846
TOTAL EXPENDITURES & ALLOCATIONS	\$1,010,538	\$1,326,957	\$1,666,846
SOURCES AND ESTIMATES OF REVENUES			
January 1 Cash Balance	\$672,086	\$963,538	\$1,276,957
Less encumbered appropriations	-0-	-0-	-0-
Cash balance available for current plan	\$672,086	\$963,538	\$1,276,957
Property taxes	\$269,325	\$277,305	\$285,624
Excise, CVET & F I T Receipts	\$33,315	\$34,855	\$36,395
Other revenue	\$35,812	\$51,259	\$67,870
TOTAL FUNDS AVAILABLE FOR PLAN	\$1,010,538	\$1,326,957	\$1,666,846
Projected Tax Rate for Library Capital Projects Fund	\$0.0133	\$0.0133	\$0.0133
Projected Tax Rate is based upon an estimated			
Assessed valuation of	\$2,025,000,000	\$2,085,000,000	\$2,147,550,000

JCPL FINANCIAL STATEMENT

January 31, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$135,537.48	\$135,537.48	\$5,593.82	\$5,593.82	\$504,116.05
Includes Investments of: \$200,000.00						
Public Library Access Card Fund	\$90.00	\$90.00	\$90.00	\$30.00	\$30.00	\$30.00
Gift Fund	\$7,476.70	\$956.43	\$956.43	\$324.43	\$324.43	\$6,844.70
DeMotte	\$2,752.56	\$868.91	\$868.91	\$0.00	\$0.00	\$1,883.65
Rensselaer	\$3,147.64	\$78.67	\$78.67	\$324.43	\$324.43	\$3,393.40
Wheatfield	\$1,576.50	\$8.85	\$8.85	\$0.00	\$0.00	\$1,567.65
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$449.40	\$449.40	\$180,490.02
Includes Investments of: \$150,000.00						
Bond & Interest Redemption Fund	\$264,072.50	\$158,477.50	\$158,477.50	\$0.00	\$0.00	\$105,595.00
Includes Investments of: \$100,000.00						
Rainy Day Fund	\$127,794.00	\$0.00	\$0.00	\$0.00	\$0.00	\$127,794.00
Includes Investments of: \$125,000.00						
State Technology Fund G	\$7,711.97	\$1,410.00	\$1,410.00	\$0.00	\$0.00	\$6,301.97
Capital Projects Fund	\$295,416.57	\$1,250.00	\$1,250.00	\$690.89	\$690.89	\$294,857.46
Includes Investments of: \$250,000.00						
Host/Hospitality Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund	\$24,523.21	\$0.00	\$0.00	\$435.93	\$435.93	\$24,959.14
Includes Investments of: \$0.00						
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,425.45	\$5,425.45	\$5,425.45	\$5,425.45	\$0.00
FICA Tax Collected	\$0.00	\$5,586.69	\$5,586.69	\$5,586.69	\$5,586.69	\$0.00
State Tax Collected	\$2,435.82	\$2,435.82	\$2,435.82	\$2,556.54	\$2,556.54	\$2,556.54
County Tax Collected	\$1,809.13	\$1,809.08	\$1,809.08	\$1,905.34	\$1,905.34	\$1,905.39
Deferred Comp.	\$0.00	\$2,420.00	\$2,420.00	\$2,420.00	\$2,420.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$72.87	\$72.87	\$2,786.26	\$2,786.26	\$2,713.39
Employee Life Insur.	\$1.00	\$145.80	\$145.80	\$144.80	\$144.80	\$0.00
Employee P.E.R.F.	\$5,882.32	\$5,882.32	\$5,882.32	\$2,043.84	\$2,043.84	\$2,043.84
Garnishments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Credit Union	\$0.00	\$2,720.10	\$2,720.10	\$2,720.10	\$2,720.10	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Repayment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$324,219.54	\$324,219.54	\$33,113.49	\$33,113.49	\$1,260,417.50

Bank Balances
Jasper County Public Library
Report as of: 1/31/2008

	<i>Bank</i>	
1	Alliance Bank	\$374,592.03
2	Demotte State Bank	\$5,166.31
3	Alliance Bank-LIRF Acct	\$30,490.02
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$24,959.14
7	Rens. Banking Ctr CD#400040231	\$150,000.00
8	Rens. Banking Ctr CD#400040232	\$250,000.00
9	Rens. Banking Ctr CD#400040233	\$100,000.00
10	Rens. Banking Ctr CD#400040234	\$200,000.00
11	Rens. Banking Ctr CD#400040235	\$125,000.00
	<i>Total all banks =</i>	<i>\$1,260,417.50</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

2008 INVEST' NT REGISTER

F2.1

OPEN INVESTMENTS:

<u>Renewal Date</u>	<u>CD #</u>	<u>Issued By</u>	<u>Terms</u>	<u>Principal</u>	<u>%-Interest</u>	<u>Account</u>	<u>Purchase Date</u>	<u>Interest Earned</u>	<u>Comments</u>
5/15/2008	400040235	Rens. Banking Center	4-mo	\$125,000	4.501%	Rainy Day	1/15/2008		
6/15/2008	400040233	Rens. Banking Center	5-mo	\$100,000	4.501%	BIRF/Constr	1/15/2008		
6/15/2008	400040232	Rens. Banking Center	5-mo	\$250,000	4.501%	CPF	1/15/2008		
7/15/2008	400040231	Rens. Banking Center	6-mo	\$150,000	5.010%	LIRF	1/15/2008		
3/15/2008	400040234	Rens. Banking Center	60 day	\$200,000	4.501%	Operating	1/15/2008		
		Rens. Banking Center							

CLOSED INVESTMENTS:

Appropriation Report for 100 Operating Fund

Jasper County Public Library

Report Date: From 1/1/2008 To 1/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$65.21	\$65.21	(\$65.21)	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,181.67	\$4,181.67	\$47,504.33	8.1
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$67,514.16	\$67,514.16	\$789,609.84	7.9
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,118.96	\$4,118.96	\$53,525.04	7.1
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,586.69	\$5,586.69	\$65,101.31	7.9
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$417.87	\$417.87	\$5,167.13	7.5
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$14,636.09	\$14,636.09	\$49,111.91	23.0
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$112.13	\$112.13	\$89,623.87	0.1
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$96,632.78	\$96,632.78	\$1,099,578.22	8.1
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$68.17	\$68.17	\$881.83	7.2
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$107.50	\$107.50	\$9,892.50	1.1
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$809.66	\$809.66	\$3,940.34	17.0
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$301.94	\$301.94	\$5,006.06	5.7
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$24.04	\$24.04	\$725.96	3.2

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.0
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$110.00	\$110.00	\$190.00	36.7
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$234.60	\$234.60	\$12,826.00	1.8
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$1,655.91	\$1,655.91	\$34,362.69	4.6
3. Other Services and Charges							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$0.00	\$6,891.00	\$1,114.00	\$1,114.00	\$5,777.00	16.2
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$97.34	\$97.34	\$2,202.66	4.2
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$24.79	\$24.79	\$3,975.21	0.6
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$517.14	\$517.14	\$17,882.86	2.8
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$234.99	\$234.99	\$9,787.01	2.3
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$25.94	\$25.94	\$1,974.06	1.3
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$0.00	\$0.00	\$30,600.00	0.0
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$0.00	\$0.00	\$900.00	0.0
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00	0.0
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$5.00	\$5.00	\$250.00	2.0
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$1,619.00	\$1,619.00	\$23,910.00	6.3
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$4,007.86	\$4,007.86	\$40,992.14	8.9
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$4,612.99	\$4,612.99	\$57,387.01	7.4
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$113.30	\$113.30	\$906.70	11.1
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$453.11	\$453.11	\$3,606.89	11.2
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$8,960.69	\$8,960.69	\$42,816.31	17.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	0.0
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$50.00	\$50.00	\$190.00	20.8
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$1,627.99	\$1,627.99	\$684.01	70.4
3.93 TAXES & ASSESSMENTS	\$325.00	\$0.00	\$325.00	\$0.00	\$0.00	\$325.00	0.0
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$3,163.30	\$3,163.30	\$63,031.70	4.8
Subtotal	\$368,046.00		\$368,046.00	\$26,627.44	\$26,627.44	\$341,418.56	7.2
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$0.00	\$0.00	\$11,586.00	0.0
4.51 Books	\$144,000.00	\$11,423.42	\$155,423.42	\$8,386.43	\$8,386.43	\$147,036.99	5.4
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$769.00	\$769.00	\$19,411.00	3.8
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$1,465.92	\$1,465.92	\$74,922.12	1.9
Subtotal	\$247,326.00	\$16,251.46	\$263,577.46	\$10,621.35	\$10,621.35	\$252,956.11	4.0
Grand Total	\$1,847,483.00	\$16,370.06	\$1,863,853.06	\$135,537.48	\$135,537.48	\$1,728,315.58	7.3

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 120 RENS/DEM & WHTFLD BIRF

Jasper County Public Library

Report Date: From 1/1/2008 To 1/31/2008

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3. Other Services and Charges							
3.14 OTHER PROFESSIONAL SERVICES	\$630.00	\$0.00	\$630.00	\$0.00	\$0.00	\$630.00	0.0
3.81 PAYMENT OF BONDS	\$210,000.00	\$0.00	\$210,000.00	\$105,000.00	\$105,000.00	\$105,000.00	50.0
3.82 INTEREST-BONDS	\$105,118.00	\$0.00	\$105,118.00	\$53,477.50	\$53,477.50	\$51,640.50	50.9
Subtotal	\$315,748.00		\$315,748.00	\$158,477.50	\$158,477.50	\$157,270.50	50.2
Grand Total	\$315,748.00	\$0.00	\$315,748.00	\$158,477.50	\$158,477.50	\$157,270.50	50.2

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 130 LIRF FUND

Jasper County Public Library

Report Date: From 1/1/2008 To 1/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3. Other Services and Charges							
3.61 BUILDING & STRUCTURES	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0
Subtotal	\$50,000.00		\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0
Grand Total	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 160 CAPITAL PROJECTS FUND

Jasper County Public Library

Report Date: From 1/1/2008 To 1/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3. Other Services and Charges							
3.14 OTHER PROFESSIONAL SERVICES	\$3,035.00	\$0.00	\$3,035.00	\$0.00	\$0.00	\$3,035.00	0.0
3.26 NETWORKING	\$900.00	\$0.00	\$900.00	\$0.00	\$0.00	\$900.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$0.00	\$0.00	\$0.00	\$1,250.00	\$1,250.00	(\$1,250.00)	0.0
Subtotal	\$3,935.00		\$3,935.00	\$1,250.00	\$1,250.00	\$2,685.00	31.8
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$38,174.00	\$0.00	\$38,174.00	\$0.00	\$0.00	\$38,174.00	0.0
4.53 NONPRINTED MATERIALS	\$4,891.00	\$0.00	\$4,891.00	\$0.00	\$0.00	\$4,891.00	0.0
Subtotal	\$43,065.00		\$43,065.00	\$0.00	\$0.00	\$43,065.00	0.0
Grand Total	\$47,000.00	\$0.00	\$47,000.00	\$1,250.00	\$1,250.00	\$45,750.00	2.7

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 Operating Fund	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 Operating Fund	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 Operating Fund	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 Operating Fund	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 Operating Fund	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$16,370.06

Voucher List**Jasper County Public Library****Report Date: From 1/1/2008 To 1/31/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
26823	1	ALLIED WASTE SERVICES #71	1/10/2008	Trash Pick up for Wheatfield for Jan	\$50.66
26824	2	ANTHEM LIFE	1/10/2008	Health Insurance Premium-25 employees, January 2008	\$86.25
26825	3	BANK OF NEW YORK	1/10/2008	2004 Bond Payment	\$158,477.50
26826	4	EDWARD YOUNG	1/10/2008	Courier Mileage, 12/15/07-12/31/07	\$232.80
26827	5	FIRST TRUST CREDIT UNION	1/10/2008	Deposits w/held from Jan 10, 2008 Payroll - 6 participants	\$1,332.60
26828	6	GREAT-WEST RETIREMENT S	1/10/2008	Annuity pymts w/held from payroll Jan 10, 2008 - 8 Participants	\$1,210.00
0	7	INDIANA DEPARTMENT OF RE	1/18/2008	EFT-State and County Tax Withheld January '08 Ref#59309 Verf Code 29	\$4,244.90
0	8	IRS USA TAXPAYMENT	1/10/2008	FICA & Federal Taxes w/held Jan 10, 2008 payroll, ref #00366548	\$8,061.20
26829	9	OED OFFICE OF ENERGY & D	1/10/2008	4th Qtr Pymt PFEED Loan of 2002	\$2,402.97
26830	10	RENSSELAER REPUBLICAN	1/10/2008	Annul Wh. & Rens Newspaper Subsc - 1/10/08-1/10/09 & 1/11/08-1/11/09	\$230.00
26831	11	TOWN OF DEMOTTE	1/10/2008	Sewer service, DeMotte Lib, November '07	\$68.42
0	12	PAYROLL	1/10/2008	PAYROLL	\$36,814.65
26832	13	AARON'S LAWN CARE	1/14/2008	DeM: Plowing and Salt 12/5-12/17/07 Wh: Plowing, Salt, and Shovel 12/5-12/17/07	\$1,080.00
26833	14	ACE HARDWARE	1/14/2008	Shovel, Nuts, Bolts, Nails, Keys	\$20.37
26834	15	ANGELA BARTON	1/14/2008	3 fish and 3 gallons of water	\$12.43
26835	16	ANTHEM BLUE CROSS & BLUE	1/14/2008	COBRA Annual Administrative Fee - 16 Employees	\$600.00
26836	17	BIERMA HARDWARE, INC.	1/14/2008	Batteries, Bolts, Nuts	\$9.65
26837	18	BAKER & TAYLOR	1/14/2008	Books, Continuations, AY, Gift Fund, Audio Books	\$5,627.55
26838	19	BAKER & TAYLOR ENTERTAIN	1/14/2008	DVD's	\$192.21
26839	20	BLUETARP FINANCIAL, INC	1/14/2008	Screws, 1/8" Titanium, Install Plug	\$5.19
26840	21	BOYCE FORMS/SYSTEMS	1/14/2008	W-2's, W-3's, 1099's	\$68.17
26841	22	BURNS & WILCOX LTD.	1/14/2008	Directors & Officers Insurance	\$1,619.00
26842	23	BUTLER UNIVERSITY CHILDR	1/14/2008	Children's Literature Conference for Barton & Engelmann	\$170.00
26843	24	CAPITAL ONE, F.S.B.	1/14/2008	Mtg Expenses, Mini Fluorescent Bulb, Shovel	\$90.93
26844	25	LIBRARY OF CONGRESS	1/14/2008	Cataloging Books: Subject Headings 30th Edition, Free Floating Subdivision 20th Edition	\$330.00
26845	26	CIRCLE R ELECTRIC, INC.	1/14/2008	Repair in ground fixtures, install two exterior door packs, relamp & rebalast library fixtures	\$1,460.00
26846	27	CULLIGAN	1/14/2008	Water Cooler Rental-Dec & Water	\$49.45
26847	28	EDUCATION NETWORKS OF A	1/14/2008	Internet Service-December 2007	\$1,410.00
26848	29	FLEXPAC/SCHNIABLE, INC	1/14/2008	Multifold towels, toilet tissue, Perforated towels, garbage liners	\$806.75
26849	30	GA FOODS GROUP	1/14/2008	Christmas Party Supplies	\$32.99
26850	31	GAIL JUNG	1/14/2008	Wheatfield Petty Cash: Mileage, stamps & postcards	\$4.98
26851	32	GAIL JUNG	1/14/2008	DeMotte Petty Cash: Postage, Batteries, Keys	\$15.62
26852	33	GAIL JUNG	1/14/2008	Ren Petty Cash: Postage, Batteries, Disinfectant Spray	\$29.63
26853	34	GAYLORD BROS.	1/14/2008	Plasma TV Cart w/ Cabinet	\$868.91
26854	35	HIGHSMITH CO. INC.	1/14/2008	Spanish Materials, Laminated Posters	\$33.25
26855	36	GALE	1/14/2008	Books	\$1,357.75
26856	37	INDIANA DEPARTMENT OF HO	1/14/2008	Annual Elevator Inspection Fee - 2008	\$120.00
26857	38	INDIANA DEPT. OF ENVIRONM	1/14/2008	Public Water Systems Annual Fee - 2008 (DeM & Wh. Lib.)	\$200.00
26858	39	INDIANA DEPT. OF WORKFOR	1/14/2008	4th Qtr 2007 Unemployment Compensation	\$417.87
26859	40	INDIANA LIBRARY FEDERATIO	1/14/2008	Institutional & Trustee Dues - 2008	\$1,627.99
26860	41	INDIANA STATE LIBRARY	1/14/2008	3-PLAC Card Sales - 4th qtr 2007	\$90.00
26861	42	INGRAM	1/14/2008	Paperbacks	\$51.73

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
26862	43	INSPIRATIONAL DISTRIBUTOR	1/14/2008	Christian Books	\$36.26
26863	44	JASPER COUNTY HOSPITAL	1/14/2008	Dec. 2007 Water Testing (Coliform & Nitrates)-DeM Lib	\$34.00
26864	45	JASPER CO. VETERANS COU	1/14/2008	2 - US and 2 - Indiana Flags	\$124.00
26865	46	KOLORTECH, INC.	1/14/2008	60-Fluorescent 4' Tubes	\$245.86
26866	47	KONE, INC.	1/14/2008	1st Qtr 2008 Elevator Mtnc Contract	\$437.40
26867	48	LAFAYETTE BANK AND TRUST	1/14/2008	Annual Safe Deposit Rental, 2008	\$50.00
26868	49	MIDWEST TAPE	1/14/2008	DVDs	\$46.97
26869	50	MOVIE LICENSING USA	1/14/2008	Site Licenses for Movie Copyright Compliance, 2008 - Wh & Rens Libraries (Lic #186929001)	\$480.00
26870	51	NIPSCO	1/14/2008	Wheatfield Utilities, 12/4/07-1/4/08	\$1,908.86
26871	52	PHIL & SON, INC.	1/14/2008	Door Closure Arm-DeM. Lib.	\$110.00
26872	53	PRECISION CONTROL SYSTE	1/14/2008	DeM Boiler Repairs, flow switch, belt; bad actuator; install mtg room sensors. Rens. Boiler problems-no heat, pilot valve, air flow switch, ignition rod replaced, hand shut-off leaking; install mtg room sensor	\$2,997.72
26873	54	PREMIER WASTE & RECYCLIN	1/14/2008	Trash Pick-up, 1/1-3/31/08, DeM. Lib.	\$150.00
26874	55	PUBLIC EMPLOYEES' RETIRE	1/14/2008	4th qtr 2007 payment - employer & employee contributions	\$20,518.41
26875	56	RAND MCNALLY & COMPANY	1/14/2008	2008 Commercial Atlas	\$300.67
26876	57	RECORDED BOOKS, LLC	1/14/2008	Playaways (digital), audiobooks	\$905.15
26877	58	ROEING CORPORATION	1/14/2008	3rd qtr payment on Mtnc Contract	\$1,250.00
26878	59	SECRETARY OF STATE	1/14/2008	Notary Application-Diane Opolski (1/23/08)	\$5.00
26879	60	SIMPLEXGRINNELL LP	1/14/2008	Annual Mtnc Alarm System -Dem & Rens. Lib.- 2008	\$2,142.00
26880	61	SUPERWAREHOUSE GOV LLC	1/14/2008	10-Kingston Traveller II Flash Drives, 1 GB USB	\$87.50
26881	62	TEACHING COMPANY	1/14/2008	DVDs	\$199.85
26889	63	TLC HOME IMPROVEMENTS, L	1/14/2008	Snow Removal, 12/1-12/16/07, Rens. Library	\$700.00
26883	64	UNIQUE MANAGEMENT SERVI	1/14/2008	Collections - Intial & Secondary Placements, December 2007	\$223.90
26884	65	UPSTART	1/14/2008	Bookmarks	\$110.60
26885	66	WALL STREET JOURNAL	1/14/2008	2 yr subscription- Rens. Lib.	\$395.00
26886	67	WASHINGTON POST	1/14/2008	2yr subscription-1/25/08-1/25/10-Rens.	\$144.00
26887	68	WEBBALANCED TECHNOLOGI	1/14/2008	Internet Filtering, 1/15-4/15-08	\$360.00
26888	69	WORLD BOOK INC.	1/14/2008	World Book Encyclopedia set, 2008	\$839.00
26890	70	TOWN OF WHEATFIELD SEW	1/14/2008	January sewer fee, Wh. Lib.	\$56.65
26891	71	JASPER COUNTY PUBLIC LIBR	1/15/2008	Purchase 60 day (3/14/08) CD-Operating Fund	\$200,000.00
1201	72	JASPER COUNTY PUBLIC LIBR	1/15/2008	Purchase 6-month (7/15/08) CD-LIRF	\$150,000.00
26892	73	JASPER COUNTY PUBLIC LIBR	1/15/2008	Purchase 5-mon (6/16/08) CD-CPF	\$250,000.00
26893	74	JASPER COUNTY PUBLIC LIBR	1/15/2008	Purchase 5-month (6-/16/08) CD-BIRF/CONSTRUCTION	\$100,000.00
26894	75	JASPER COUNTY PUBLIC LIBR	1/15/2008	Purchase 4-month (5/15/08) CD-Rainy Day	\$125,000.00
26895	76	NIPSCO	1/14/2008	DeM Utilities, 12/7/07-1/9/08	\$3,625.59
26896	77	AFLAC	1/25/2008	Supplemental Ins. - Jan Premium - Molenaar, B. Thompson, Woods	\$168.00
26897	78	CITY OF RENSSELAER	1/25/2008	Rensselaer Utilities, 12/08/07-1/9/08	\$3,277.63
26898	79	EDWARD YOUNG	1/25/2008	Courier Mileage, 1/1/08-1/15/08	\$280.78
26899	80	EMBARQ	1/25/2008	Long Distance calls, 12/08/07-1/07/08	\$97.34
26900	81	FIRST TRUST CREDIT UNION	1/25/2008	Deposits w/held from Jan 25, 2008 Payroll - 6 participants	\$1,387.50
26901	82	GREAT-WEST RETIREMENT S	1/25/2008	Annuity pymts w/held from payroll Jan 25, 2008 - 8 Participants	\$1,210.00
0	83	IRS USA TAXPAYMENT	1/28/2008	FICA & Federal Taxes w/held Jan 25, 2008 payroll, ref #00155543	\$8,537.63
26902	84	VISION SERVICE PLAN- (IN)	1/25/2008	Vision Premium, Jan 2008 - 16 empl.	\$141.76
0	85	PAYROLL	1/25/2008	PAYROLL	\$39,000.14
0	86	Correcting Cash Entry-Coding Err	1/22/2008	Cash Adjustment transaction for Oct 2007 Bank Coding Error Ck #26624 for \$2362.07 coded for \$2382.07. Ck was payable to Wal-Mart.	\$20.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
Total Amount of Claims					\$1,149,219.54

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, February 04, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$1,149,219.54

Date this 11th day of February, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

January 31, 2008

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$3,371.12	\$3,371.12
DeMotte	\$907.25	\$907.25		
Rensselaer	\$1,540.31	\$1,540.31		
Wheatfield	\$923.56	\$923.56		
PHOTOCOPIES:			\$792.37	\$792.37
DeMotte	\$271.85	\$271.85		
Rensselaer	\$289.51	\$289.51		
Wheatfield	\$231.01	\$231.01		
INTEREST:			\$1,416.27	\$1,416.27
Checking/Repurchase/Savings/CD's	\$1,416.27	\$1,416.27		
TAXES:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$0.00		
Local Option/Property Tax Repl.	\$0.00	\$0.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$14.06	\$14.06
Rebates/Refund	\$14.06	\$14.06		
Insurance Claim	\$0.00	\$0.00		
Wage Repayments	\$0.00	\$0.00		
Meeting Room Rental	\$0.00	\$0.00		
Overpayments/Returns	\$0.00	\$0.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$0.00		
Interfund Transfer	\$0.00	\$0.00		
Miscellaneous Receipts	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS.....			\$5,593.82	\$5,593.82
PLAC FUND:-.....			\$30.00	\$30.00
GIFT FUNDS:			\$324.43	\$324.43
DeMotte	\$0.00	\$0.00		
Rensselaer	\$324.43	\$324.43		
Wheatfield	\$0.00	\$0.00		
LIB. IMPROV. RESERVE FUND: (Interest & Oper Fund Transfer (\$30,126)).....			\$449.40	\$449.40
BOND & INTEREST REDEMPTION FUND:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Temporary Loan from Construction	\$0.00	\$0.00		
RAINY DAY FUND:			\$0.00	\$0.00
CAGIT Spec.Distribution	\$0.00	\$0.00		
STATE TECHNOLOGY FUND GRANT FUND:-.....			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$690.89	\$690.89
Interest Earned	\$690.89	\$690.89		
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Printer Return Rebate	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$0.00	\$0.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$435.93	\$435.93
Int. Earned(Chkg.,CD's,Escrow)	\$435.93	\$435.93		
Reimbursement - CPF Constr. Project	\$0.00	\$0.00		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$7,524.47	\$7,524.47

WITHHOLDING ACCOUNT FUNDS:

			\$25,589.02	\$25,589.02
FIT Tax Collected	\$5,425.45	\$5,425.45		
FICA Collected	\$5,586.69	\$5,586.69		
State Tax Collected	\$2,556.54	\$2,556.54		
County Tax Collected	\$1,905.34	\$1,905.34		
Deferred Comp Plan	\$2,420.00	\$2,420.00		
Pre-tax Insurance Plans	\$2,786.26	\$2,786.26		
Life Insurance	\$144.80	\$144.80		
PERF	\$2,043.84	\$2,043.84		
Garnishments	\$0.00	\$0.00		
Credit Union	\$2,720.10	\$2,720.10		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$33,113.49	\$33,113.49

Voucher List

Jasper County Public Library

Report Date: From 2/1/2008 To 2/11/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
26903	87	AARON'S LAWN CARE	2/11/2008	Snow Removal-DeM Lib (12/28-1/26) & Wh. Lib (12/28-1/26)	\$1,110.00
26904	88	ACE HARDWARE	2/11/2008	Replacement Light Fixture, Picture Hangers, Paint brushes	\$24.64
26905	89	AMERICAN LIB. ASSN.	2/11/2008	Rens. Children Dept.. Bookmarks & Posters	\$39.40
26906	90	ANGELA BARTON	2/11/2008	Rens. Teen Program Video; Mileage-Ch. Literature Conf.	\$127.38
26907	91	AUSTIN BOOK SALES	2/11/2008	Continuation Bks - Opportunities in..	\$84.72
26908	92	AVC CORPORATION	2/11/2008	2008 Annual Financial Computer Support	\$1,188.00
26909	93	BAKER & TAYLOR	2/11/2008	Books-Continuations, Gift, AV; Encumbered books/AV	\$8,529.09
26910	94	BAKER & TAYLOR ENTERTAIN	2/11/2008	DVDs	\$952.32
26911	95	BLUETARP FINANCIAL, INC	2/11/2008	Screws, drill bit, shelving materials, paint	\$111.02
26912	96	BOYCE FORMS/SYSTEMS	2/11/2008	A/P Vouchers, Receipt Bks	\$144.36
26913	97	CAMPBELL PRINTING COMPA	2/11/2008	JCPL Note Cards	\$122.55
26914	98	CAPITAL ONE BANK	2/11/2008	Playing Cards-Prog; DVDs, Director Mtg Expense, Phone Tree	\$2,225.62
26915	99	CASSIE GARCIA	2/11/2008	'Confessions of a Backup Dancer' book found, reimbursed less proc. Fee.	\$8.99
26916	100	CDW GOVERNMENT, INC	2/11/2008	Planatronics Headset ret'd; Self-Ck Monitor Arms (R&D)	\$17.61
26917	101	CENTRAL STATES SALES CO	2/11/2008	Ceiling Spot bulbs, Outdoor ground lights, Projection bulb	\$117.22
26918	102	CIRCLE R ELECTRIC, INC.	2/11/2008	Track Lights, flood lights & Installation-Rens	\$1,240.00
26919	103	CULLIGAN	2/11/2008	Cooler Rental - Feb (Wh. Lib.)	\$9.95
26920	104	DELUXE BUSINESS CHECKS &	2/11/2008	Deposit Slips (400) - Rens.	\$46.96
26921	105	DEMCO	2/11/2008	Label Protectors, Repair Tape, Rubber Stamp (Wh)	\$141.29
0	106	DEMOTTE STATE BANK	2/11/2008	Deposit Slips-Dem. Lib	\$29.25
26922	107	DEX	2/11/2008	Embarq Yellow Page listings (Feb, Mar, Apr)	\$258.00
26923	108	DIANA KOOY	2/11/2008	Punch-3-hole, scissors, specialty paper, pencil sharpener	\$56.44
26924	109	EDUCATION NETWORKS OF A	2/11/2008	Internet Connections-Jan'08 & Traffic Prioritization	\$1,456.77
26925	110	FACTS ON FILE	2/11/2008	Career Guidance Database Subsc. (1/18/08-1/17/09)	\$547.45
26926	111	FASE'S WATER TREATMENT	2/11/2008	10-RedOut, DeM. Water Softener	\$112.50
26927	112	GALE	2/11/2008	Books	\$115.20
26928	113	GPN EDUCATIONAL MEDIA	2/11/2008	Hooked On Phonics Set	\$179.95
26929	114	HP PRODUCTS CORP.	2/11/2008	Carpet Cleaner/Protectants, Disinfectant, Mophead, Neutra Fl. Cleaner, Urn Sand, Glass Cleaner	\$378.13
26930	115	HR SPECIALIST	2/11/2008	HR Specialist Subscription, 3/1/08-2/28/09	\$97.00
26931	116	INCOLSA	2/11/2008	Computers In Libraries Registration-Maxwell, Widner, Evans	\$657.00
26932	117	INDIANA CHAMBER	2/11/2008	Here Is Your Indiana Government books	\$81.00
26933	118	INGRAM	2/11/2008	Paperbacks	\$23.48
26934	119	INSPIRATIONAL DISTRIBUTOR	2/11/2008	Christian Books	\$89.58
26935	120	JOURNAL AND COURIER	2/11/2008	Journal & Courier Subsc, 2/11/08-2/10/09 (Rens. Lib.)	\$143.00
26936	121	KATHY MARKWALDER	2/11/2008	Found CD (Dean Martin's Greatest Hits), Reimbursed less Proc. Fee	\$14.99
26937	122	LEARNINGEXPRESS, LLC	2/11/2008	LearningExpress Database Subsc - Tests & Courses, 1/15/08-1/14/09	\$1,536.55
26938	123	LINDA POORTENGA	2/11/2008	Mileage-Mgmt, & Round Table Mtg. & Expenses	\$51.80
26939	124	MIDWEST TAPE	2/11/2008	DVDs	\$101.93
26940	125	MOOLENAAR SUPREME LAW	2/11/2008	2008 Annual Lawn Fertilization & Grub Control Applications- Dem & Rens. Lib	\$845.00
26941	126	M W INSURANCE AGENCY	2/11/2008	Treasurer & Asst Treasurer 2008 Bonds - Waling & Saylor	\$150.00
26942	127	NANETTE SPEACHT	2/11/2008	DVD - Lost (Season 3)	\$38.99
26943	128	OFFICE DEPOT	2/11/2008	Ivory Speciality Paper (Newsletter)	\$56.10
26944	129	PATTY STRINGFELLOW	2/11/2008	Library Business Phone charges per attached	\$88.91

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
26945	130	JENNIFER L. DOUTHIT	2/11/2008	Mileage-Mgmt Mtg.	\$22.22
26946	131	RAYANN GILMORE	2/11/2008	Mileage-Counterparts Mtg	\$22.22
26947	132	QUILL CORPORATION	2/11/2008	Typewriter Ribbon/Corr Tape, file folders & frames, pens, markers, tape, copier drums, index tabs, print cartridges/toners, envelopes, pencil sharpener, etc.	\$623.59
26948	133	REGENT BOOK CO., INC.	2/11/2008	BH&G Kitchen & Bath Ideas	\$13.03
26949	134	POSTMASTER	2/11/2008	Stamps, 2000 - 41cent, 100 - 5 cent, 100 - \$1.00	\$925.00
26950	135	RENEE CARR	2/11/2008	Library Business Telephone Calls (8/3-12/31/07)	\$12.06
26951	136	ROTARY CLUB of RENSSELAE	2/11/2008	Rotary Dues- Nov/Dec 2007	\$24.00
26952	137	SCHOLASTIC LIBRARY PUBLIS	2/11/2008	Books - Ameica The Beautiful series	\$296.40
26953	138	SUSAN ENGELMANN	2/11/2008	Christmas Decorations	\$34.66
26954	139	TESS HAMEL	2/11/2008	Choc Rosebud Program Supplies-Rens. Lib	\$30.87
26955	140	TOWN OF DEMOTTE	2/11/2008	December Waste Disposal Services-DeM.	\$68.42
26956	141	TRU-GREEN LIMITED PARTNE	2/11/2008	Ice Melt (16 bags)	\$180.00
26957	142	TYSEN'S FAMILY FOOD CENT	2/11/2008	Mending Bk Supply, Ch. Prog. Expense-Wh. Lib.	\$10.53
26958	143	ULINE	2/11/2008	DVD Cases	\$211.15
26959	144	UPSTART	2/11/2008	Bookmarks, Posters, Read. Certificates-Rens.	\$27.55
26960	145	VISION SERVICE PLAN- (IN)	2/11/2008	Feb Vision Premium-16 empl	\$145.34
26961	146	WAL-MART COMMUNITY BRC	2/11/2008	Clorox Cleaner, Flood Lite Bulbs, copy paper, canned air, book wipes, masking tape	\$212.00
150159	147	DEMCO	2/11/2008	Self-Check Workstation & Signage-Construction Project	\$407.77
0	148	EDUCATION NETWORKS OF A	2/11/2008	Correct A/P #28 Appropriation/Fund entry dated 1/14/08	\$0.00
26962	149	ROEING CORPORATION	2/11/2008	Installation of Cat 5e Data Drop @ Wheatfield & DeMotte	\$930.00
26963	150	ALLIED WASTE SERVICES #71	2/8/2008	Trash Pick up for Wheatfield for Feb	\$50.63
26964	151	ANTHEM BLUE CROSS BLUE S	2/8/2008	Health Insurance Premium -January and February 2008	\$17,348.18
26965	152	ANTHEM LIFE	2/8/2008	Health Insurance Premium-25 employees, February 2008	\$86.25
26966	153	EDWARD YOUNG	2/8/2008	Courier Mileage, 1/15/08-1/31/08	\$363.60
26967	154	FIRST TRUST CREDIT UNION	2/8/2008	Deposits w/held from Feb 8, 2008 Payroll - 6 participants	\$1,480.85
26968	155	GREAT-WEST RETIREMENT S	2/8/2008	Annuity pymts w/held from payroll Feb 8, 2008 - 8 Participants	\$1,210.00
0	156	INDIANA DEPARTMENT OF RE	2/8/2008	EFT-State and County Tax Withheld January '08 Ref#63677 Verf Code 37	\$4,461.88
0	157	IRS USA TAXPAYMENT	2/8/2008	FICA & Federal Taxes w/held Feb 8, 2008 payroll, ref #00811644	\$9,056.21
26969	158	TOWN OF WHEATFIELD SEW	2/8/2008	February sewer fee, Wh. Lib.	\$56.65
26970	159	U S TREASURY	2/8/2008	W/held from 02/08/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$126.80
0	160	PAYROLL	2/8/2008	PAYROLL	\$41,095.59
26971	161	CONSOLIDATED INSURANCE	2/8/2008	Notary Bond - Diane Opolski, 1/23/2008-1/23/2016	\$50.00
26972	162	CENTRAL ARKANSAS LIBRAR	2/11/2008	Patron Lost ILL book, Quantum-touch: The Power to Heal by Richard Gordon	\$40.00
26973	163	NIPSCO	2/11/2008	Whitfld (Gas) 1/4-2/1; DeM(Gas & Sec. Light) 1/9-2/6/08	\$2,128.28
26974	164	POST TRIBUNE PUBLISHING, I	2/11/2008	Annual Subscription, Rens. Lib, 1/30/08-2/30/09	\$80.20
26975	165	TECH LOGIC CORP	2/11/2008	Thermal Receipt Printers, cable, receipt paper; Phone Tree Installation/Training	\$4,547.18
26976	166	TONIA VAN VUREN	2/11/2008	Lost item (Mickey's Top 40) found. Returned replacement cost pd in 11/16/07.	\$8.96

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
Total Amount of Claims					\$109,738.21

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, February 11, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$109,738.21

Date this 11th day of February, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

MARCH

**Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, March 10, 2008, 7pm
DeMotte Public Library**

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of February Board Meeting
Bills/Financial Reports
Policy Review (R10 & R15)

General Business

Capital Projects Fund (R15)	Action
DeMotte Public Library-Re-orientation of Entrance (R 15)	Information
Wheatfield Public Library:Post Office Request (R 16)	Information

Director's Report (R15-R22)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

February 11, 2008
Rensselaer Library

Present: Jody Melton, Anne-Marie Egan, Susan Deardorff, Natalie Waling, Mari Anne Sayler, Timothy Schultz Jr., Patricia Stringfellow, Linda Poortenga, Susan Engelmann, & Gail Jung.

Absent: Joan Floyd

Agenda & Consent Agenda Approval: M. Sayler moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items, minutes of the January Board of Finance and regular Board Meeting, monthly bills, and financial reports, 2008 Updated Salary Ordinance, Holiday Policy as recommended, no changes to the Library Behavior Policy, Library Closing for Staff Development Day, and IOLUG workshop attendance. Motion passed.

Rensselaer Library Annual Report: Linda Poortenga, Headquarters Librarian, is pleased to report that circulation statistics have increased by 8% in 2007 over the previous yr. Marketing the library through Outreach programs (Cops Night Out, Relay for Life, Health Fair); visiting the Senior Center; sponsoring a Christmas Tree Walk; offering Engaged Patrons for online program registration; moving the Great Courses material to a more visible location; a wide array of programs; radio announcements; in-house video clips to promote library programs; and the addition of new microfilm reader/printers all contributed to increased circulation and usage. Playaways were added to our audio collection. Most library positions vacated during the year were filled by promoting members of our talented staff. Our Friends of the Library supplemented our budget to provide for programming supplies, Classical Guitarist program, Fall Festival expenses, etc. Memorial funds were used to purchase an HDTV/DVD Flat Screen, Easy Chair, and Tiffany lamp. Other donations were used for the Microfilm Reader/Printer, summer reading materials/bags, books, etc. A Gemstone Globe was donated too. We received a system grant for Self-Check machines that were recently installed. We replaced the Meeting Room small refrigerator; installed smoke alarms in restrooms, study room, meeting room, and in T.S. Dept; and added track lighting in the children's movie and computer software display areas. Goals for 2008 are to shift VHS/DVD to taller shelf section; house non-fic VHS/DVDs in one area; evaluate magazine selection for better circulation, paint staff areas, offer health and finance programs for patrons, and weed the reference collection and consider intermingling within genre to increase patron use.

Susan Englemann enthusiastically explained the work of the Youth Services Department and how her partnership with Children's Assistant Angela Barton and Public Service Staff has led to exciting programming for community youth. Many children have been attracted to our library. Summer Reading participation increased by 15%. Local businesses have contributed cash, food, and prizes for youth programs. Angela has developed innovative ways to attract teens and get them involved. A Teen Advisory Board now meets twice a month and assists in planning and promoting a variety of activities for teens. A collection of music CDs is being developed that has teen appeal. A Film Festival is planned for Teen Tech Week. Other highlights of the year include "Movies on the Lawn", artistic children displays, and an avatar ('P.D.') as the Teen Advisory Board mascot. Training opportunities such as ILF Conference, CYPD, Children's Literature Conference; storytelling workshops, etc. were invaluable. Age appropriate VHS/DVDs are now shelved in the children's section. Goals for 2008 are to expand and highlight juvenile non-fic collection; to add brighter/more exciting signage in the children's department; to offer a Coffee House sponsored by Teen Advisory Bd.; for Angela to guide teens in creation of formal proposals to seek Friends of the Library funding for some of their activities; and additional lighting at south end of children's area to encourage family reading.

Capital Projects Fund: The director outlined points in the 2009-2011 plan that calls for spending \$47,000 on technology for 2009 and setting aside the balance for future projects namely the reorientation of the DeMotte Library entrance. On a motion by A-M Egan, seconded by M. Sayler, the board approved to advertise the Capital Projects Plan 2009-2011 and hold a public hearing at the March Board Meeting. Motion was unanimous.

Oath of Office: N. Waling took the Oath of Office for Treasurer.

Wheatfield Library Irrigation System: P. Stringfellow will investigate the cost to add water treatment to the irrigation system that will eliminate iron staining on the building and sidewalks. Costs for upkeep for the irrigation system were \$700 in 2006 and \$135 in 2007. It is important for the plantings to receive adequate water or they may deteriorate or die, unlike lawns that will come back after lack of water. We will continue to maintain the irrigation system at this time, have the sidewalks power washed to remove staining, and water as needed.

Staff Must Know List: The list was shared with the board. The list is a staff training/evaluation tool and was designed to enhance job knowledge for all staff. This has been incorporated into our staff Intranet.

Director's Report: The library received a Special CAGIT Distribution that was receipted into the Rainy Day Fund as required by law. JCPL will participate this year in a regional reading initiative called *Books to Bridge the Region*. Our libraries will offer book discussions in the fall on selected titles and encourage patron participation. Bookmarks, programming ideas, and book guides are available to us due to our involvement in this endeavor. Wireless printers have been installed at all three libraries. Self-Checkout with a touch screen monitor was launched into service just prior to the February board meeting. A Wheatfield patron commented, after using the self-checkout station for the first time, that she would come back every day just to use it because it was so fun and easy to use. In the process of repairing the DeMotte boiler that failed in January, we learned that the heat exchanger for the unit, although not the cause of this mechanical problem, is no longer being made. Precision Control will be providing us with a quote for a new boiler should it become necessary in the future to be replaced. We have asked an architect to meet with Brenda Thompson, DeMotte Branch Librarian, and P. Stringfellow, Director on March 10th, to consider the DeMotte Library entry reorientation. He will be available to field questions for the board at the March Meeting. The board requested the board meeting be held at the DeMotte Library to enhance the discussion.

Adjournment: With no further matters for discussion, J. Melton moved to adjourn at 8:15 PM. N. Waling seconded the motion.


Jody Melton, Secretary


Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
February 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	2	0	0	2
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	13	5	0	18
Award Winning non-fiction (DAWNF)	3	0	0	3
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	52	8	2	62
Books on CD (DBKCD)	92	6	1	99
Books on Tape (DBKT)	23	2	0	25
Compact Disc (DCD)	383	5	5	393
Digital Audiobooks (DDA)	8	0	0	8
DVD (DDVD)	1394	15	6	1415
Equipment (DEQP)	27	0	0	27
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	50	1	1	52
Fiction (DFIC)	974	43	29	1046
Fiction Fantasy (DFICF)	14	0	3	17
Fiction Mystery (DFICM)	163	3	0	166
Fiction New (DFICNEW)	117	3	4	124
Fiction Science Fiction (DFICSF)	21	0	3	24
Fiction Western (DFICW)	37	0	0	37
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	1	0	0	1
Hanging Bags (DHANG)	30	0	0	30
ILL (DILL)	52	1	0	53
Internet (DINTER)	1051	0	0	1051
Juv. Audio book (DJAUDB)	24	1	3	28
Juv. Biography (DJBIO)	54	4	0	58
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	1	1	0	2
Juv. Compact Disc (DJCD)	33	0	0	33
Juvenile Easy (DJE)	674	14	10	698
Juv. Easy Non-fiction (DJENF)	0	0	0	0
Juv. Easy Reader (DJER)	319	1	0	320
Juv. Fiction (DJFIC)	359	12	10	381
Juv. Holiday books (DJHOL)	36	5	0	41
Juv. Magazine (DJMAG)	52	0	4	56
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	403	19	13	435
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	2	0	0	2

Juv. Toddler (DJTOD)	123	4	0	127
Large Print Fiction (DLPF)	82	3	0	85
Large Print Nonfic (DLPNF)	3	0	0	3
Magazine (DMAG)	832	1	1	834
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	24	0	0	24
Nonfiction 100 (DNF100)	28	6	0	34
Nonfiction 200 (DNF200)	33	2	0	35
Nonfiction 300 (DNF300)	120	14	2	136
Nonfiction 400 (DNF400)	5	0	0	5
Nonfiction 500 (DNF500)	17	1	0	18
Nonfiction 600 (DNF600)	87	1	1	89
Nonfiction 700 (DNF700)	9	0	0	9
Nonfiction 800 (DNF800)	0	0	0	0
Nonfiction 900 (DNF900)	4	1	0	5
Nonfiction DVD (DNFDVD)	38	1	1	40
Nonfiction (DNFIC)	445	38	8	491
Nonfiction New (DNFNEW)	29	5	1	35
Nonfiction VHS (DNFVHS)	29	1	0	30
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	8	0	0	8
Reference (DREF)	0		0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	34	0	0	34
Software (DSWAR)	64	1	0	65
Vertical File (DVF)	4			4
VHS (DVHS)	345	9	1	355
YA Audio book (DYAUDB)	4	0	0	4
YA Biography (DYAB)	1	0	0	1
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	84	4	1	89
YA Nonfiction (DYANF)	9	2	0	11
YA Paperback Fic (DYAPBF)	37	0	1	38
Storage (DZSTO)	13	0	0	13
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	9	55	3	67
Books on CD (RBKCD)	2	160	1	163
Books on Tape (RBKT)	3	65	0	68
Compact Disc (RCD)	3	233	4	240
Digital Audiobooks (RDA)	0	5	0	5
DVD (RDVD)	15	1995	11	2021
Equipment (REQP)	0	109	0	109
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	60	1	61
Fiction (RFIC)	21	1071	18	1110
Fiction New (RFICNEW)	5	106	3	114

Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	11	1	12
Hanging Bag (RHANG)	2	24	0	26
ILL (RILL)	0	76	0	76
Internet (RINTER)	0	1953	0	1953
Juv. Audio book (RJAUDB)	0	26	0	26
Juv. Biography (RJBIO)	0	39	0	39
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	2	0	2
Juv. Compact Disc (RJCD)	0	16	0	16
Juvenile Easy (RJE)	8	693	4	705
Juv. Easy Non-fiction (RJENF)	0	6	0	6
Juv. Easy Reader (RJER)	0	230	0	230
Juv. Fiction (RJFIC)	12	382	3	397
Juv. Magazine (RJMAG)	0	6	0	6
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	5	509	4	518
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJ TOD)	0	153	0	153
Large Print Fiction (RLPF)	4	128	4	136
Large Print Nonfic (RLPNF)	0	10	1	11
Magazine (RMAG)	9	157	1	167
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	4	15	0	19
Non-Fiction 100 (RNF100)	1	17	0	18
Non-Fiction 200 (RNF200)	3	56	1	60
Non-Fiction 300 (RNF300)	6	104	3	113
Non-Fiction 400 (RNF400)	1	15	0	16
Non-Fiction 500 (RNF500)	1	50	0	51
Non-Fiction 600 (RNF600)	10	273	4	287
Non-Fiction 700 (RNF700)	11	114	1	126
Non-Fiction 800 (RNF800)	0	4	0	4
Non-Fiction 900 (RNF900)	0	9	0	9
Nonfiction DVD (RNFDVD)	0	52	2	54
Nonfiction (RNFIC)	12	124	7	143
Nonfiction new (RNFNEW)	2	58	2	62
Nonfiction VHS (RNFVHS)	3	67	2	72
Professional Coll. (RPRO)	0	2	0	2
Reference (REF)	0	1		1
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	27	0	27
Software (RSWAR)	0	77	0	77
Vertical File (RVF)	0	4		4
VHS (RVHS)	13	353	0	366
YA Audio book (RYAUDB)	0	0		
YA Biography (RYAB)	0	5	0	5

YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	2	0	2
YA Fiction (RYAF)	2	140	2	144
YA Nonfiction (RYANF)	0	21	0	21
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	3	6	20	29
Books on CD (WBKCD)	1	6	144	151
Books on Tape (WBKT)	0	2	17	19
Compact Disc (WCD)	13	9	238	260
Digital Audiobooks (WDA)	0	0	0	0
DVD (WDVD)	11	10	1509	1530
Equipment (WEQP)	0	0	63	63
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	43	43
Fiction (WFIC)	41	49	634	724
Fiction Fantasy (WFICF)	2	1	4	7
Fiction Mystery (WFICM)	7	7	125	139
Fiction New (WFICNEW)	4	9	143	156
Fiction Science Fiction (WFICSF)	0	3	9	12
Fiction Western (WFICW)	0	0	4	4
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	5	5
Hanging Bags (WHANG)	1	2	19	22
ILL (WILL)	0	1	36	37
Internet (WINTER)	0	0	831	831
Juv. Audio book (WJAUDB)	1	0	11	12
Juv. Biography (WJBIO)	2	0	39	41
Juv. Book on CD (WJBKCD)	0	1	0	1
Juv. Book on Tape (WJBKT)	0	0	1	1
Juv. Compact Disc (WJCD)	1	1	33	35
Juvenile Easy (WJE)	7	21	608	636
Juv. Easy Non-fiction (WJENF)	0	0	2	2
Juv. Easy Reader (WJER)	3	3	297	303
Juv. Fiction (WJFIC)	24	26	301	351
Juv. Magazine (WJMAG)	0	2	21	23
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	10	8	354	372
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	0	0
Juv. Toddler (WJTOD)	3	1	196	200
Large Print Fiction (WLPF)	9	5	46	60
Large Print Nonfic (WLPNF)	0	0	7	7
Magazine (WMAG)	4	17	339	360
Non-Fiction 000 (WNF000)	0	0	4	4
Non-Fiction 100 (WNF100)	1	1	19	21
Non-Fiction 200 (WNF200)	3	3	22	28
Non-Fiction 300 (WNF300)	2	1	44	47

Non-Fiction 400 (WNF400)	0	0	5	5
Non-Fiction 500 (WNF500)	1	1	18	20
Non-Fiction 600 (WNF600)	4	4	54	62
Non-Fiction 700 (WNF700)	0	2	18	20
Non-Fiction 800 (WNF800)	0	0	0	0
Non-Fiction 900 (WNF900)	0	0	1	1
Nonfiction DVD (WNFDVD)	2	2	33	37
Nonfiction (WNFIC)	29	20	259	308
Nonfiction New (WNFNEW)	1	0	19	20
Nonfiction VHS (WNFVHS)	1	0	16	17
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0			0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	1	1
Software (WSWAR)	0	9	60	69
Vertical File (WVF)	0	1	6	7
VHS (WVHS)	2	2	361	365
YA Audio book (WYAUDB)	0	0	3	3
YA Biography (WYAB)	0	1	0	1
YA Books on CD (WYABKCD)	0	0	6	6
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	10	8	123	141
YA Nonfiction (WYANF)	0	2	34	36
YA Paperback Fic (WYAPBF)	0	0	0	0
Storage (WZSTO)	0	0	0	0
TOTAL	9345	10360	7399	27104

CIRCULATION BY HOLDINGS CODE
February 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	2	0	0	2
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	13	5	0	18
Award Winning non-fiction (AWNf)	3	0	0	3
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	64	69	25	158
Books on CD (BKCD)	95	172	146	413
Books on Tape (BKT)	26	69	17	112
Compact Disc (CD)	399	247	247	893
Digital Audiobooks (DA)	8	5	0	13
DVD (DVD)	1420	2020	1526	4966
Equipment (EQP)	27	109	63	199
See librarian (ERR)	0	0	0	0

Express Book (EXP)	50	61	45	156
Fiction (FIC)	1036	1163	681	2880
Fiction Fantasy (FICF)	16	1	7	24
Fiction Mystery (FICM)	170	10	125	305
Fiction New (FICNEW)	126	118	150	394
Fiction Science Fiction (FICSF)	21	3	12	36
Fiction Western (FICW)	37	0	4	41
Genealogy (GENE)	0	0	0	0
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	1	11	6	18
Hanging Bags (HANG)	33	26	19	78
ILL (ILL)	52	78	36	166
Internet (INTR)	1051	1953	831	3835
Juv. Audio book (JAUDB)	25	27	14	66
Juv. Biography (JBIO)	56	43	39	138
Juv. Book on CD (JBCD)	0	1	0	1
Juv. Book on Tape (JBKT)	1	3	1	5
Juv. Compact Disc (JCD)	34	17	33	84
Juvenile Easy (JE)	689	728	622	2039
Juv. Easy Non-Fiction (JENF)	0	6	2	8
Juv. Easy Reader (JER)	322	234	297	853
Juv. Fiction (JFIC)	395	420	314	1129
Juv. Holiday (JHOL)	36	5	0	41
Juv. Magazine (JMAG)	52	8	25	85
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	418	536	371	1325
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	2	0	0	2
Juv. Toddler (JTOD)	126	158	196	480
Large Print Fiction (LPF)	95	136	50	281
Large Print Nonfic (LPNF)	3	10	8	21
Magazine (MAG)	845	175	341	1361
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	28	15	4	47
Non-Fiction 100 (NF100)	30	24	19	73
Non-Fiction 200 (NF200)	39	61	23	123
Non-Fiction 300 (NF300)	128	119	49	296
Non-Fiction 400 (NF400)	6	15	5	26
Non-Fiction 500 (NF500)	19	52	18	89
Non-Fiction 600 (NF600)	101	278	59	438
Non-Fiction 700 (NF700)	20	116	19	155
Non-Fiction 800 (NF800)	0	4	0	4
Non-Fiction 900 (NF900)	4	10	1	15
Non-Fiction DVD (NFDVD)	40	55	36	131
Nonfiction (NFIC)	486	182	274	942
Nonfiction New (NFNEW)	32	63	22	117
Nonfiction VHS (NFVH)	33	68	18	119
Professional Coll. (PROF)	0	2	0	2
Parent Shelf Juv. Fic (PJF)	0	0	0	0

Parent Shelf Juv. NF (PSJNF)	8	0	0	8
Reference (REF)	45	81	46	172
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	34	27	1	62
Software (SWAR)	64	87	60	211
Vertical File (VF)	4	5	6	15
VHS	360	364	362	1086
YA Audio book (YAUDB)	4	0	3	7
YA Biography (YAB)	1	6	0	7
YA Books on CD (YABKCD)	0	0	6	6
YA Books on Tape (YABKT)	0	2	0	2
YA Fiction (YAF)	96	152	126	374
YA Nonfiction (YANF)	9	25	34	68
YA Paperback Fic (YAPBF)	37	0	1	38
Storage (ZSTO)	13	0	0	13
				0
Free reads	221	289	119	629
Games/Puzzles	5	0	0	5
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	9616	10729	7564	27909

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	1785	1781	1193	4759
Nonfiction	1091	1206	609	2906
CHILDREN'S BOOKS				
Fiction	1547	1545	1429	4521
Nonfiction	523	590	412	1525
YA BOOKS				
Fiction	134	163	133	430
Nonfiction	10	31	34	75
Magazines, Adult	845	175	341	1361
Magazines, Children	52	8	25	85
Sound Recordings, adult	532	495	419	1446
Sound Recordings, ch	93	74	67	234
Online databases	0	0	0	0
Software	64	87	60	211
Vertical file	4	5	6	15
VHS/DVD	1853	2507	1942	6302
Equipment	27	109	63	199
Total	8560	8776	6733	24069
A-V Circulation	2542	3163	2488	8193
A-V Circulation as % of total	29.7%	36.0%	37.0%	34.0%

February 2008

END OF MONTH:	DEMOTTE	RENSSELAER	WHEATFIELD
Total Materials Owned	63,324	57,268	39,719
Circulation Increase/Decrease	0.6%	1.6%	22.0%
XX XXXXXXXXXXXX			
MONTHLY SYSTEM STATISTICS	2007	2008	% change
Current month's Circulation	22,659	24,069	6.2%
Jan. to date circulation	48,540	49,552	2.1%

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
				ADULT BOOKS	
16,651	16,745	11,679	11,717	10,980	11,063 Fiction
16,571	16,623	18,947	18,906	9,053	9,047 Nonfiction
				CHILDREN'S BKS	
12,205	12,284	10,697	10,736	8,267	8,289 Fiction
9,244	9,270	5,613	5,627	4,521	4,525 Nonfiction
				YA BOOKS	
2,195	2,240	2,012	2,021	1,652	1,655 Fiction
415	418	639	647	144	146 Nonfiction
				0	0 Magazines,Adult
				0	0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,221	2,249	2,739	2,879	2,439	2,509 Sound Rec/Adult
424	424	434	437	463	474 Sound Rec/Child
25	25	16	16	1	1 Online Databases
315	317	368	367	122	133 Software
3	3				Vertical Files
2,573	2,607	3,653	3,753	1,792	1,820 VHS/DVD
119	119	142	142	57	57 Equipment
62,961	63,324	56,959	57,268	39,491	39,719 TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

February 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	187	41	108	23	283	61	578	125
LOCAL HISTORY								
In person	1	0	6	2	2	1	9	3
Letters written	2	2	5	5	0	0	7	7
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1051	44	1953	81	831	35	3835	160
Computer software used	163	14	168	14	186	16	517	43
VCR Use	0	0	0	0	0	0	0	0
Microforms	5	1	5	1	0	0	10	1
CD ROM/Online databases	55	5	404	34	78	7	537	45
Typewriter use	2	0	0	0	1	0	3	0
Other equipment used	4	1	0	0	2	1	6	2
OTHER LIBRARY SERVICES USED								
Outreach activities	27	27	11	7		0	38	25
Notarized documents	7	2	1	0	3	1	11	3
Meeting Room Use (no. of group)	37	12	70	23	46	15	153	51
Study room use	17	1	38	3	44	4	99	8
Proctoring	1	1	0	0	0	0	1	1
Tax Forms distributed	0	0	16	0	0	0	16	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	43		326		128		497	
WIRELESS USE via patron owned pcs	127		37		44		208	
INTERLIBRARY LOANS								
Requests made for:	63	16	75	19	35	9	173	43
Items rec'd for:	45	23	80	40	46	23	171	86
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7708	7741	4023	19472
				0
Non-resident, paying	1	2	0	3
PLAC card users	0	4	0	4
Reciprocal borrowers	403	325	74	802

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	0	0	1	6	1	6	2	12
Children's Programs (0-13)	5	30	11	66	15	90	31	186
Number attending	83		117		362		562	
YA Programs (14-17)	1	6	3	18	0	0	4	24
Number attending	10		38		1		49	
Adult Programs	8	48	6	36	0	0	14	84
Number attending	53		196		32		281	
Senior Citizen Programs	9	54	8	48	0	0	17	102
Number attending	84		93		2		179	
Total Number of Programs	23	138	29	174	16	96	68	408
Total Persons Attending	230		444		397		1071	
Total Attending Same Month Last `	568		309		262		1139	
Total Staff Hours Spent		326		427		267	1020	1011
Total Number of In-House Program	14		24		9		47	
Total Attendance	123		366		175		664	
Total Number of Outreach Program	9		5		7		21	
Total Attendance	107		78		222		407	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6422	75.4%	6054	69.6%	4763	71.2%	17239	72.1%
Corporate	27	0.3%	24	0.3%	21	0.3%	72	0.3%
Juvenile 0-11	451	5.3%	467	5.4%	268	4.0%	1186	5.0%
Juvenile-AV	280	3.3%	693	8.0%	662	9.9%	1635	6.8%
Nonresident No Fee	25	0.3%	176	2.0%	52	0.8%	253	1.1%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	549	6.4%	110	1.3%	47	0.7%	706	3.0%
Reciprocal Juvenile	13	0.2%	7	0.1%	0	0.0%	20	0.1%
Reciprocal Juvenile AV	9	0.1%	41	0.5%	0	0.0%	50	0.2%
Reciprocal YA	7	0.1%	0	0.0%	0	0.0%	7	0.0%
Reciprocal YA AV	36	0.4%	0	0.0%	0	0.0%	36	0.2%
School	0	0.0%	12	0.1%	0	0.0%	12	0.1%
School AV	0	0.0%	0	0.0%	0	0.0%	0	0.0%
St. Joseph College	7	0.1%	121	1.4%	0	0.0%	128	0.5%
Staff	428	5.0%	665	7.6%	575	8.6%	1668	7.0%
Walking books	44	0.5%	53	0.6%	0	0.0%	97	0.4%
YA 12-17	54	0.6%	35	0.4%	64	1.0%	153	2.7%
YA-AV	168	2.0%	238	2.7%	235	3.5%	641	2.7%
Total	8520		8696		6687		23903	

All items borrowed by nonresidents	646	7.6%	467	5.4%	99	1.5%	1212	5.1%
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JCPL Public Purchase Policy

In all purchases, the Library will follow the provisions of the Indiana Public Purchasing Law, IC 5-22, except where federal funds are used. Federal rules will dictate methods to be used for public purchases using federal funds.

The Jasper County Public Library will endeavor to make the wisest possible use of public funds.

Purchases must be those items which best meet the needs of the library. Within that restriction, the library will purchase an item from the vendor offering the lowest price, timely delivery, and/or the best service.

Any items and/or contracts costing between \$25,000 and \$75,000 will be purchased only after inviting a minimum of at least three (3) quotes from vendors/individuals known to handle the categories of supplies or deal in the lines to be purchased. For the inviting of quotes and for competitive bidding requirements, the Jasper County Public Library shall follow all necessary steps and the provisions of the Indiana Public Purchasing Law.

~~Purchases exceeding \$10,000 or with annual lease payments of more than \$5,000, must be manufactured in the United States. It is the vendor's responsibility to show that such supplies are manufactured in the United States. If the product is not manufactured in the United States, the vendor must show that one of the following is true:~~

- ~~◆ The supplies required to comply with the bid, proposal or quote are not manufactured in the U.S. in reasonable, available quantities so as to make a competitive bid;~~
- ~~◆ The price of U.S. made supplies required exceeds by an unreasonable amount the price of foreign made supplies; or~~
- ~~◆ The quality of U.S. made supplies required is substantially less than the quality of comparably priced foreign made supplies; or~~

- ◆ ~~The purchase of supplies manufactured in the U.S. is not in the public interest.~~

~~The following items do not need to be manufactured in the U.S.:~~

~~Books, magazines, pamphlets, films, filmstrips, microfilms, slides, transparencies, phonodiscs, models, art reproductions and all other forms of library and audiovisual materials.~~

The Library Director is the chief purchasing agent for the library and is empowered by the board to authorize any spending under \$15,000 25,000. The Director may authorize persons in the following positions to make limited purchases:

Business Manager
Technical Services Librarian
Systems Administrator
Agency Librarians
Library Assistants
Library Specialists

All purchases are subject to the director's prior approval.

A purchasing agent may make a special purchase at an auction when this is the most economical means of purchasing a needed item.

7/98; revised 3/04; reviewed 2/06; revised 3/08

Jasper County Public Library User/Non-User Survey

This is your public library and in an effort to better serve you, we are conducting a survey to evaluate how well we are serving you. Please take a few minutes to share your thoughts and opinions about the services that the Jasper County Public Library provides.

Thank you! Library Board/Staff

What is your zip code? _____

I am a ☐ female ☐ male.

What is your age group?

☐ under 13 ☐ 13-17 ☐ 18-24 ☐ 25-49 ☐ 50-64 ☐ 65 or up

How often do you visit the Jasper County Public Library?

☐ never ☐ weekly ☐ monthly ☐ twice a year ☐ other (please indicate) _____

Why do you use our library? (Please check all that apply.)

☐ personal pleasure ☐ personal research ☐ work related
☐ school related ☐ children's use ☐ social purpose
☐ other (please specify) _____

When you visit the library do you usually (Please check all that apply.)

☐ check out books ☐ come to browse ☐ check out movies
☐ use the computers ☐ to attend a meeting ☐ visit the children's area
☐ interact with staff ☐ check out audio books

Which of the following do you use in your home? (Please check all that apply.)

☐ VHS/DVD player (combination) ☐ VHS player ☐ DVD player

Library hours:

☐ meet your needs ☐ need to open earlier ☐ need to close later

☐ other (please explain) _____

What specific library programs would you like to see the library offer?

What type of computer training would you like to see offered at the library (email, database, Internet, etc.)

Do you need homebound delivery of library materials? ☐ yes ☐ no

Please rate the following:

Service	Excellent	Good	Just OK	Needs Attention	No Opinion
1. Checkout desk					
2. Reference/Information desk					
3. Self-checkout					
4. Borrowing from non-JCPL libraries					
5. Computer availability					
6. Internet					
7. JCPL Website					
8. Meeting Room					
9. Adult Programs					
10. Teen Programs					
11. Children's Programs					
12. Staff Courtesy					
13. Adult materials					
14. Teen materials					
15. Children's materials					
16. Large Print Books					
17. Spanish Materials					
18. Magazines/Newspapers					
19. Movies					
20. Audio Books					
21. Music CDs					
22. Computer software					
23. Reference Materials					
24. Online catalog					
25. Research databases					
26. Genealogy/local history					
27. Cleanliness of facilities					
Overall Satisfaction with JCPL					

How can your satisfaction with library services be increased? _____

If you do not use our library, please indicate anything we could do to encourage you to make use of our services. _____

Please use the back side of this page if necessary.

RESOLUTION TO ADOPT LIBRARY CAPITAL PROJECTS FUND PLAN

This resolution is adopted by the Library Board of the Jasper County Public Library of Jasper County, Indiana.

Whereas, a Library Capital Projects Fund has been established; and

Whereas, the Library Board is required under IC 36-12-12-3 to adopt a plan with respect to the Library Capital Projects Fund; and

Whereas, the Library Board held a public hearing on the plan on March 10, 2008 at the DeMotte Public Library, 901 Birch Street SW, DeMotte, IN 46310;

THEREFORE, BE IT RESOLVED, by the Library Board that the plan entitled **Jasper County Public Library Capital Projects Fund 2009-2011** is hereby incorporated by reference into this resolution, and is adopted as the Library Board's plan with respect to the Library Capital Projects Fund.

BE IT FURTHER RESOLVED that the Library Board will submit a certified copy of this resolution (including the adopted plan) to the Jasper County Council for review and the Indiana Department of Local Government Finance under IC 36-12-12-3.

Adopted this 10th day of March, 2008, by the following AYE and NAY vote:

AYE

NAY

Natalie Waling
Jody Melton
Gene-Marie Egan
Susan Quardoff
Joan A. Floyd
Amberly N. Schultz
Mari Anne Sayler

ATTEST:

Jody Melton
Jody Melton, Secretary of Library Board

CERTIFICATE

I, the undersigned, Jody Melton, Secretary of the Jasper County Public Library Board of Trustees, Jasper County, Indiana, do hereby certify to the Auditor of Jasper County that the attached is a complete transcript of the proceedings had with respect to the 2009-2011 Library Capital Projects Fund Plan adopted by the Board of Trustees of the Jasper County Public Library, at a meeting held on March, 10, 2008.

Dated this 10th day of March, 2008.


Jody Melton, Secretary

JCPL FINANCIAL STATEMENT

February 29, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$133,763.32	\$269,300.80	\$5,776.56	\$11,370.38	\$376,129.29
Includes Investments of: \$200,000.00						
Public Library Access Card Fund	\$90.00	\$0.00	\$90.00	\$0.00	\$30.00	\$30.00
Gift Fund	\$7,476.70	\$129.20	\$1,085.63	\$155.00	\$479.43	\$6,870.50
DeMotte	\$2,752.56	\$0.00	\$868.91	\$0.00	\$0.00	\$1,883.65
Rensselaer	\$3,147.64	\$92.52	\$171.19	\$130.00	\$454.43	\$3,430.88
Wheatfield	\$1,576.50	\$36.68	\$45.53	\$25.00	\$25.00	\$1,555.97
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$263.05	\$712.45	\$180,753.07
Includes Investments of: \$150,000.00						
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$158,477.50	\$0.00	\$0.00	\$105,595.00
Includes Investments of: \$100,000.00						
Rainy Day Fund	\$127,794.00	\$0.00	\$0.00	\$108,132.68	\$108,132.68	\$235,926.68
Includes Investments of: \$125,000.00						
State Technology Fund G	\$7,711.97	\$630.00	\$2,040.00	\$0.00	\$0.00	\$5,671.97
Capital Projects Fund	\$295,416.57	\$4,419.41	\$5,669.41	\$457.13	\$1,148.02	\$290,895.18
Includes Investments of: \$250,000.00						
Host/Hospitality Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund	\$24,523.21	\$407.77	\$407.77	\$9.35	\$445.28	\$24,560.72
Includes Investments of: \$0.00						
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,744.09	\$11,169.54	\$5,744.09	\$11,169.54	\$0.00
FICA Tax Collected	\$0.00	\$5,857.66	\$11,444.35	\$5,857.66	\$11,444.35	\$0.00
State Tax Collected	\$2,435.82	\$2,556.54	\$4,992.36	\$2,691.93	\$5,248.47	\$2,691.93
County Tax Collected	\$1,809.13	\$1,905.34	\$3,714.42	\$2,013.57	\$3,918.91	\$2,013.62
Deferred Comp.	\$0.00	\$2,420.00	\$4,840.00	\$2,420.00	\$4,840.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$5,499.65	\$5,572.52	\$2,786.26	\$5,572.52	\$0.00
Employee Life Insur.	\$1.00	\$135.80	\$281.60	\$135.80	\$280.60	\$0.00
Employee P.E.R.F.	\$5,882.32	\$0.00	\$5,882.32	\$2,116.11	\$4,159.95	\$4,159.95
Garnishments	\$0.00	\$126.80	\$126.80	\$126.80	\$126.80	\$0.00
Credit Union	\$0.00	\$2,871.69	\$5,591.79	\$2,871.69	\$5,591.79	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Repayment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$166,467.27	\$490,686.81	\$141,557.68	\$174,671.17	\$1,235,507.91

Bank Balances**Jasper County Public Library****Report as of: 2/29/2008**

<i>Bank</i>		
1	Alliance Bank	\$347,563.96
2	Demotte State Bank	\$7,420.16
3	Alliance Bank-LIRF Acct	\$30,753.07
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$24,560.72
7	Rens. Banking Ctr CD#400040231	\$150,000.00
8	Rens. Banking Ctr CD#400040232	\$250,000.00
9	Rens. Banking Ctr CD#400040233	\$100,000.00
10	Rens. Banking Ctr CD#400040234	\$200,000.00
11	Rens. Banking Ctr CD#400040235	\$125,000.00
Total all banks =		\$1,235,507.91

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 100 Operating Fund

Jasper County Public Library

Report Date: From 2/1/2008 To 2/29/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$65.21	(\$65.21)	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,243.20	\$8,424.87	\$43,261.13	16.3
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$70,816.36	\$138,330.52	\$718,793.48	16.1
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,297.27	\$8,416.23	\$49,227.77	14.6
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,857.66	\$11,444.35	\$59,243.65	16.2
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$0.00	\$417.87	\$5,167.13	7.5
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$0.00	\$14,636.09	\$49,111.91	23.0
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$12,112.32	\$12,224.45	\$77,511.55	13.6
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$97,326.81	\$193,959.59	\$1,002,251.41	16.2
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$144.36	\$212.53	\$737.47	22.4
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$1,025.98	\$1,133.48	\$8,866.52	11.3
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$379.36	\$1,189.02	\$3,560.98	25.0
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$463.27	\$765.21	\$4,542.79	14.4
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$108.95	\$132.99	\$617.01	17.7

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$21.13	\$21.13	\$178.87	10.6
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$0.00	\$110.00	\$190.00	36.7
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$481.56	\$716.16	\$12,344.44	5.5
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$2,624.61	\$4,280.52	\$31,738.08	11.9
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$0.00	\$6,891.00	\$2,400.00	\$3,514.00	\$3,377.00	51.0
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$394.40	\$491.74	\$1,808.26	21.4
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$925.00	\$949.79	\$3,050.21	23.7
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$963.24	\$1,480.38	\$16,919.62	8.0
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$677.36	\$912.35	\$9,109.65	9.1
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$41.12	\$67.06	\$1,932.94	3.4
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$780.00	\$780.00	\$29,820.00	2.5
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$0.00	\$0.00	\$900.00	0.0
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00	0.0
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$50.00	\$55.00	\$200.00	21.6
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$150.00	\$1,769.00	\$23,760.00	6.9
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$4,126.02	\$8,133.88	\$36,866.12	18.1
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$4,530.80	\$9,143.79	\$52,856.21	14.7
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$63.85	\$177.15	\$842.85	17.4
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$305.09	\$758.20	\$3,301.80	18.7
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$1,955.00	\$10,915.69	\$40,861.31	21.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	0.0
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$59.95	\$180.05	25.0
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$24.00	\$1,651.99	\$660.01	71.5
3.93 TAXES & ASSESSMENTS	\$325.00	\$0.00	\$325.00	\$0.00	\$0.00	\$325.00	0.0
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$8.99	\$108.99	\$32.94	\$32.94	\$76.05	30.2
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$1,234.77	\$4,398.07	\$61,796.93	6.6
Subtotal	\$368,046.00	\$8.99	\$368,054.99	\$18,663.54	\$45,290.98	\$322,764.01	12.3
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$1,514.38	\$1,514.38	\$10,071.62	13.1
4.51 Books	\$144,000.00	\$11,423.42	\$155,423.42	\$9,003.78	\$17,390.21	\$138,033.21	11.2
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$468.40	\$1,237.40	\$18,942.60	6.1
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$4,161.80	\$5,627.72	\$70,760.32	7.4
Subtotal	\$247,326.00	\$16,251.46	\$263,577.46	\$15,148.36	\$25,769.71	\$237,807.75	9.8
Grand Total	\$1,847,483.00	\$16,379.05	\$1,863,862.05	\$133,763.32	\$269,300.80	\$1,594,561.25	14.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 Operating Fund	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 Operating Fund	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
2/7/2008	100 Operating Fund	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
1/2/2008	100 Operating Fund	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 Operating Fund	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 Operating Fund	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$16,379.05

Voucher List**Jasper County Public Library****Report Date: From 2/1/2008 To 2/29/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
26903	87	AARON'S LAWN CARE	2/11/2008	Snow Removal-DeM Lib (12/28-1/26) & Wh. Lib (12/28-1/26)	\$1,110.00
26904	88	ACE HARDWARE	2/11/2008	Replacement Light Fixture, Picture Hangers, Paint brushes	\$24.64
26905	89	AMERICAN LIB. ASSN.	2/11/2008	Rens. Children Dept.. Bookmarks & Posters	\$39.40
26906	90	ANGELA BARTON	2/11/2008	Rens. Teen Program Video; Mileage-Ch. Literature Conf.	\$127.38
26907	91	AUSTIN BOOK SALES	2/11/2008	Continuation Bks - Opportunities in..	\$84.72
26908	92	AVC CORPORATION	2/11/2008	2008 Annual Financial Computer Support	\$1,188.00
26909	93	BAKER & TAYLOR	2/11/2008	Books-Continuations, Gift, AV; Encumbered books/AV	\$8,529.09
26910	94	BAKER & TAYLOR ENTERTAIN	2/11/2008	DVDs	\$952.32
26911	95	BLUETARP FINANCIAL, INC	2/11/2008	Screws, drill bit, shelving materials, paint	\$111.02
26912	96	BOYCE FORMS/SYSTEMS	2/11/2008	A/P Vouchers, Receipt Bks	\$144.36
26913	97	CAMPBELL PRINTING COMPA	2/11/2008	JCPL Note Cards	\$122.55
26914	98	CAPITAL ONE BANK	2/11/2008	Playing Cards-Prog; DVDs, Director Mtg Expense, Phone Tree	\$2,225.62
26915	99	CASSIE GARCIA	2/11/2008	'Confessions of a Backup Dancer' book found, reimbursed less proc. Fee.	\$8.99
26916	100	CDW GOVERNMENT, INC	2/11/2008	Planatronics Headset ret'd; Self-Ck Monitor Arms (R&D)	\$17.61
26917	101	CENTRAL STATES SALES CO	2/11/2008	Ceiling Spot bulbs, Outdoor ground lights, Projection bulb	\$117.22
26918	102	CIRCLE R ELECTRIC, INC.	2/11/2008	Track Lights, flood lights & Installation-Rens	\$1,240.00
26919	103	CULLIGAN	2/11/2008	Cooler Rental - Feb (Wh. Lib.)	\$9.95
26920	104	DELUXE BUSINESS CHECKS &	2/11/2008	Deposit Slips (400) - Rens.	\$46.96
26921	105	DEMCO	2/11/2008	Label Protectors, Repair Tape, Rubber Stamp (Wh)	\$141.29
0	106	DEMOTTE STATE BANK	2/11/2008	Deposit Slips-Dem. Lib	\$29.25
26922	107	DEX	2/11/2008	Embarq Yellow Page listings (Feb, Mar, Apr)	\$258.00
26923	108	DIANA KOOY	2/11/2008	Punch-3-hole, scissors, specialty paper, pencil sharpener	\$56.44
26924	109	EDUCATION NETWORKS OF A	2/11/2008	Internet Connections-Jan'08 & Traffic Prioritization	\$1,456.77
26925	110	FACTS ON FILE	2/11/2008	Career Guidance Database Subsc. (1/18/08-1/17/09)	\$547.45
26926	111	FASE'S WATER TREATMENT	2/11/2008	10-RedOut, DeM. Water Softener	\$112.50
26927	112	GALE	2/11/2008	Books	\$115.20
26928	113	GPB EDUCATIONAL MEDIA	2/11/2008	Hooked On Phonics Set	\$179.95
26929	114	HP PRODUCTS CORP.	2/11/2008	Carpet Cleaner/Protectants, Disinfectant, Mophead, Neutra Fl. Cleaner, Urn Sand, Glass Cleaner	\$378.13
26930	115	HR SPECIALIST	2/11/2008	HR Specialist Subscription, 3/1/08-2/28/09	\$97.00
26931	116	INCOLSA	2/11/2008	Computers In Libraries Registration-Maxwell, Widner, Evans	\$657.00
26932	117	INDIANA CHAMBER	2/11/2008	Here Is Your Indiana Government books	\$81.00
26933	118	INGRAM	2/11/2008	Paperbacks	\$23.48
26934	119	INSPIRATIONAL DISTRIBUTOR	2/11/2008	Christian Books	\$89.58
26935	120	JOURNAL AND COURIER	2/11/2008	Journal & Courier Subsc, 2/11/08-2/10/09 (Rens. Lib.)	\$143.00
26936	121	KATHY MARKWALDER	2/11/2008	Found CD (Dean Martin's Greatest Hits), Reimbursed less Proc. Fee	\$14.99
26937	122	LEARNINGEXPRESS, LLC	2/11/2008	LearningExpress Database Subsc - Tests & Courses, 1/15/08-1/14/09	\$1,536.55
26938	123	LINDA POORTENGA	2/11/2008	Mileage-Mgmt, & Round Table Mtg. & Expenses	\$51.80
26939	124	MIDWEST TAPE	2/11/2008	DVDs	\$101.93
26940	125	MOOLENAAR SUPREME LAW	2/11/2008	2008 Annual Lawn Fertilization & Grub Control Applications- Dem & Rens. Lib	\$845.00
26941	126	M W INSURANCE AGENCY	2/11/2008	Treasurer & Asst Treasurer 2008 Bonds - Waling & Sayler	\$150.00
26942	127	NANETTE SPEACHT	2/11/2008	DVD - Lost (Season 3)	\$38.99
26943	128	OFFICE DEPOT	2/11/2008	Ivory Speciality Paper (Newsletter)	\$56.10
26944	129	PATTY STRINGFELLOW	2/11/2008	Library Business calls & Mileage	\$88.91

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
26945	130	JENNIFER L. DOUTHIT	2/11/2008	Mileage-Mgmt Mtg.	\$22.22
26946	131	RAYANN GILMORE	2/11/2008	Mileage-Counterparts Mtg	\$22.22
26947	132	QUILL CORPORATION	2/11/2008	Typewriter Ribbon/Corr Tape, file folders & frames, pens, markers, tape, copier drums, index tabs, print cartridges/toners, envelopes, pencil sharpener, etc.	\$623.59
26948	133	REGENT BOOK CO., INC.	2/11/2008	BH&G Kitchen & Bath Ideas	\$13.03
26949	134	POSTMASTER	2/11/2008	Stamps, 2000 - 41cent, 100 - 5 cent, 100 - \$1.00	\$925.00
26950	135	RENEE CARR	2/11/2008	Library Business Telephone Calls (8/3-12/31/07)	\$12.06
26951	136	ROTARY CLUB of RENSSELAER	2/11/2008	Rotary Dues- Nov/Dec 2007	\$24.00
26952	137	SCHOLASTIC LIBRARY PUBLIS	2/11/2008	Books - Ameica The Beautiful series	\$296.40
26953	138	SUSAN ENGELMANN	2/11/2008	Christmas Decorations	\$34.66
26954	139	TESS HAMEL	2/11/2008	Choc Rosebud Program Supplies-Rens. Lib	\$30.87
26955	140	TOWN OF DEMOTTE	2/11/2008	December Waste Disposal Services-DeM.	\$68.42
26956	141	TRU-GREEN LIMITED PARTNE	2/11/2008	Ice Melt (16 bags)	\$180.00
26957	142	TYSEN'S FAMILY FOOD CENT	2/11/2008	Mending Bk Supply, Ch. Prog. Expense-Wh. Lib.	\$10.53
26958	143	ULINE	2/11/2008	DVD Cases	\$211.15
26959	144	UPSTART	2/11/2008	Bookmarks, Posters, Read. Certificates-Rens.	\$27.55
26960	145	VISION SERVICE PLAN- (IN)	2/11/2008	Feb Vision Premium-16 empl	\$145.34
26961	146	WAL-MART COMMUNITY BRC	2/11/2008	Clorox Cleaner, Flood Lite Bulbs, copy paper, canned air, book wipes, masking tape	\$212.00
150159	147	DEMCO	2/11/2008	Self-Check Workstation & Signage-Construction Project	\$407.77
0	148	EDUCATION NETWORKS OF A	2/11/2008	Correct A/P #28 Appropriation/Fund entry dated 1/14/08	\$0.00
26962	149	ROEING CORPORATION	2/11/2008	Installation of Cat 5e Data Drop @ Wheatfield & DeMotte	\$930.00
26963	150	ALLIED WASTE SERVICES #71	2/8/2008	Trash Pick up for Wheatfield for Feb	\$50.63
26964	151	ANTHEM BLUE CROSS BLUE S	2/8/2008	Health Insurance Premium -January and February 2008	\$17,348.18
26965	152	ANTHEM LIFE	2/8/2008	Health Insurance Premium-25 employees, February 2008	\$86.25
26966	153	EDWARD YOUNG	2/8/2008	Courier Mileage, 1/15/08-1/31/08	\$363.60
26967	154	FIRST TRUST CREDIT UNION	2/8/2008	Deposits w/held from Feb 8, 2008 Payroll - 6 participants	\$1,480.85
26968	155	GREAT-WEST RETIREMENT S	2/8/2008	Annuity pymts w/held from payroll Feb 8, 2008 - 8 Participants	\$1,210.00
0	156	INDIANA DEPARTMENT OF RE	2/8/2008	EFT-State and County Tax Withheld January '08 Ref#63677 Verf Code 37	\$4,461.88
0	157	IRS USA TAXPAYMENT	2/8/2008	FICA & Federal Taxes w/held Feb 8, 2008 payroll, ref #00811644	\$9,056.21
26969	158	TOWN OF WHEATFIELD SEW	2/8/2008	February sewer fee, Wh. Lib.	\$56.65
26970	159	U S TREASURY	2/8/2008	W/held from 02/08/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$126.80
0	160	PAYROLL	2/8/2008	PAYROLL	\$41,095.59
26971	161	CONSOLIDATED INSURANCE	2/8/2008	Notary Bond - Diane Opolski, 1/23/2008-1/23/2016	\$50.00
26972	162	CENTRAL ARKANSAS LIBRAR	2/11/2008	Patron Lost ILL book, Quantum-touch: The Power to Heal by Richard Gordon	\$40.00
26973	163	NIPSCO	2/11/2008	Whetfld (Gas) 1/4-2/1; DeM(Gas & Sec. Light) 1/9-2/6/08	\$2,128.28
26974	164	POST TRIBUNE PUBLISHING, I	2/11/2008	Annual Subscription, Rens. Lib, 1/30/08-2/30/09	\$80.20
26975	165	TECH LOGIC CORP	2/11/2008	Thermal Receipt Printers, cable, receipt paper; Self-Check Installation/Training	\$4,547.18
26976	166	TONIA VAN VUREN	2/11/2008	Lost item (Mickey's Top 40) found. Returned replacement cost pd in 11/16/07.	\$8.96
26977	167	AFLAC	2/25/2008	Supplemental Ins. - Feb Premium - Molenaar, B. Thompson, Woods	\$168.00
26978	168	CHICAGO TRIBUNE	2/25/2008	Subscription Renewal Rn. 2/24/08-2/21/09	\$148.20
26979	169	CITY OF RENSSELAER	2/25/2008	Rensselaer Utilities, 1/10/08-2/7/08	\$3,574.10
26980	170	EDWARD YOUNG	2/25/2008	Courier Mileage, 2/1/08-2/15/08	\$303.00
26981	171	EMBARQ	2/25/2008	Long Distance calls, 1/08/08-2/7/08	\$122.80
26982	172	FIRST TRUST CREDIT UNION	2/25/2008	Deposits w/held from Feb 25, 2008 Payroll - 6 participants	\$1,390.84
26983	173	GREAT-WEST RETIREMENT S	2/25/2008	Annuity pymts w/held from payroll Feb 25, 2008 - 8 Participants	\$1,210.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
0	174	IRS USA TAXPAYMENT	2/26/2008	FICA & Federal Taxes w/held Feb 25, 2008 payroll, ref #00156090	\$8,403.20
26984	175	NIPSCO	2/25/2008	Whtfld (Electric) 1/4-2/1; DeM(Electric) 1/9-2/6/08	\$3,147.68
0	176	PAYROLL	2/25/2008	PAYROLL	\$38,261.24
Total Amount of Claims					\$166,467.27

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, March 03, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$166,467.27

Date this 10 day of March, 20 08.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

February 29, 2008

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$3,245.42	\$6,616.54
DeMotte	\$928.08	\$1,835.33		
Rensselaer	\$1,363.40	\$2,903.71		
Wheatfield	\$953.94	\$1,877.50		
PHOTOCOPIES:			\$667.80	\$1,460.17
DeMotte	\$226.00	\$497.85		
Rensselaer	\$293.75	\$583.26		
Wheatfield	\$148.05	\$379.06		
INTEREST:			\$1,863.34	\$3,279.61
Checking/Repurchase/Savings/CD's	\$0.00	\$1,416.27		
TAXES:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$0.00		
Local Option/Property Tax Repl.	\$0.00	\$0.00		
State Distribution	\$0.00	\$0.00		
REFUNDS:			\$0.00	\$14.06
Rebates/Refund	\$0.00	\$14.06		
Insurance Claim (COBRA Reimbursements)	\$0.00	\$0.00		
Wage Repayments	\$0.00	\$0.00		
Meeting Room Rental	\$0.00	\$0.00		
Overpayments/Returns	\$0.00	\$0.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$0.00		
Interfund Transfer	\$0.00	\$0.00		
Miscellaneous Receipts	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS.....			\$5,776.56	\$11,370.38
PLAC FUND:-.....			\$0.00	\$30.00
GIFT FUNDS:			\$155.00	\$479.43
DeMotte	\$0.00	\$0.00		
Rensselaer	\$130.00	\$454.43		
Wheatfield	\$25.00	\$25.00		
LIB. IMPROV. RESERVE FUND: (Interest).....			\$263.05	\$712.45
BOND & INTEREST REDEMPTION FUND:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Tax Overpayment	\$0.00	\$0.00		
RAINY DAY FUND:			\$108,132.68	\$108,132.68
CAGIT Spec.Distribution	\$108,132.68	\$108,132.68		
STATE TECHNOLOGY FUND GRANT FUND:-.....			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$457.13	\$1,148.02
Interest Earned	\$457.13	\$1,148.02		
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Printer Return Rebate	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$0.00	\$0.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$9.35	\$445.28
Int. Earned(Chkg.,CD's,Escrow)	\$9.35	\$445.28		
Reimbursement - CPF Constr. Project	\$0.00	\$0.00		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$114,793.77	\$122,318.24

WITHHOLDING ACCOUNT FUNDS:

			\$26,763.91	\$52,352.93
FIT Tax Collected	\$5,744.09	\$11,169.54		
FICA Collected	\$5,857.66	\$11,444.35		
State Tax Collected	\$2,691.93	\$5,248.47		
County Tax Collected	\$2,013.57	\$3,918.91		
Deferred Comp Plan	\$2,420.00	\$4,840.00		
Pre-tax Insurance Plans	\$2,786.26	\$5,572.52		
Life Insurance	\$135.80	\$280.60		
PERF	\$2,116.11	\$4,159.95		
Garnishments	\$126.80	\$126.80		
Credit Union	\$2,871.69	\$5,591.79		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$141,557.68	\$174,671.17

Voucher List**Jasper County Public Library****Report Date: From 3/1/2008 To 3/10/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
26985	177	TREASURER OF JASPER COU	3/3/2008	Refund of Overpayment of CAGIT (2007) Special Distribution	\$18,441.06
0	178	JASPER COUNTY PUBLIC LIBR	3/3/2008	Transfer CAGIT Special Distribution Overpayment to General Operating Fund CAGIT PTRC per Jasper Co. Auditor.	\$8,592.00
26986	179	AARON'S LAWN CARE	3/10/2008	Snow Removal-DeM Lib (1/30-2/26/08)	\$840.00
26987	180	ACE HARDWARE	3/10/2008	Flapper - Water Closet part, DeM. Lib	\$9.98
26988	181	BAKER & TAYLOR	3/10/2008	Books-Continuations, Gift, AV; Encumbered books/AV	\$5,511.44
26989	182	BAKER & TAYLOR ENTERTAIN	3/10/2008	DVDs	\$85.05
26990	183	BARNES & NOBLE	3/10/2008	Books and DVD's	\$873.21
26991	184	BIERMA HARDWARE, INC.	3/10/2008	Swivel aerator, duct tape, Lubricant (for locks), batteries	\$38.62
26992	185	BLUETARP FINANCIAL, INC	3/10/2008	Plywood, screws, shelf, brackets	\$105.43
26993	186	BORDERS	3/10/2008	DVD's, CD's, Books	\$834.91
26994	187	CAPITAL ONE BANK	3/10/2008	Slotted Lock, Air fare (CIL) Widner, Maxwell, Evans, PLA Registration (Kooy, Thompson, Engelmann, Poortenga), PLA Air fare, Foam Sheets, Moveable Eyes, Pens, Beads, Software, DVD's, CD's, Mtg Expenses	\$4,133.01
26995	188	CAROLYNN DeVRIES	3/10/2008	Mileage - Children Supplies	\$26.26
26996	189	CARRIAGE PAPER PRODUCT	3/10/2008	Receipt Printer Paper	\$82.10
26997	190	CULLIGAN	3/10/2008	Water Cooler Rental-March & Water	\$43.95
26998	191	EMILY DURAN	3/10/2008	Mileage - ASK Mtg	\$22.22
26999	192	EDUCATION NETWORKS OF A	3/10/2008	Internet Connections-Feb'08 & Traffic Prioritization	\$1,460.00
27000	193	FASE'S WATER TREATMENT	3/10/2008	5-RedOut, DeM. Water Softener	\$56.25
27001	194	FINDAWAY WORLD, LLC	3/10/2008	Playaways	\$484.41
27002	195	FLEX-PAC INC	3/10/2008	Multifold towels, toilet tissue, Perforated towels, Facial Tissue	\$321.41
27003	196	GAIL JUNG	3/10/2008	Tripod for Camcorder, Mileage(managing databases)	\$56.25
27004	197	GALE	3/10/2008	Books	\$481.93
27005	198	HERITAGE OFFICE PRODUCT	3/10/2008	Jumbo Rubber Bands, UPS for KV Post News Microfilming	\$44.97
27006	199	HP PRODUCTS CORP.	3/10/2008	Spartan Sign Off Spray	\$25.71
27007	200	H. W. WILSON COMPANY	3/10/2008	Book	\$164.85
27008	201	INCOLSA	3/10/2008	Membership Fees, Maintenance Contract for Milroy Software	\$1,299.00
27009	202	INGRAM	3/10/2008	Paperbacks	\$25.87
27010	203	INSPIRATIONAL DISTRIBUTOR	3/10/2008	Christian Books	\$12.98
27011	204	KATHLEEN KRISTOFF	3/10/2008	Mileage - Homepage and Literacy Mtg	\$44.44
27012	205	KIRBY RISK CORPORATION	3/10/2008	Spot Ceiling Light Sockets, Ground Sockets	\$171.98
27013	206	K.V.ELECTRIC	3/10/2008	Replace light switch, Replace ballast & bulb (parking lot)	\$392.65
27014	207	LIBRARY VIDEO COMPANY	3/10/2008	DVDs	\$767.35
27015	208	LOUISVILLE FREE PUBLIC LIB	3/10/2008	Replacement cost of lost book	\$26.95
27016	209	MIDWEST TAPE	3/10/2008	DVDs	\$68.95
27017	210	NANETTE SPEACHT	3/10/2008	Large Print Books	\$68.92
27018	211	PATTY STRINGFELLOW	3/10/2008	Mileage - Directors Mtg, Mgmt Mtg	\$62.62
27019	212	PEGGY WOODS	3/10/2008	Mileage - AV Shopping	\$28.28
27020	213	POSTMASTER	3/10/2008	Annual Post Office Box 16 Rental - DeMotte Lib.	\$70.00
27021	214	PROQUEST LLC	3/10/2008	Rens. Republican Microfilm, 9/1/07-12/31/07	\$68.17
27022	215	QUILL CORPORATION	3/10/2008	Presswood binder, Correction Tape, File Folders, Tape, Rubber Stamp	\$72.20
27023	216	RENSSELAER REPUBLICAN	3/10/2008	Official Public Notice AD	\$75.30
27024	217	ROEING CORPORATION	3/10/2008	Laser Printer	\$99.00
27025	218	RON BANASZAK	3/10/2008	Returned 2 books previously missing	\$44.90

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27026	219	SCHOLASTIC LIBRARY PUBLIS	3/10/2008	Books	\$232.70
27027	220	SHOWCASES	3/10/2008	DVD 'Double' Cases	\$153.36
27028	221	SUSAN ENGELMANN	3/10/2008	Supplies, Books, Mileage - B2BR Committee, AV Shopping Trip	\$266.90
27029	222	TIM SCHULTZ	3/10/2008	Mileage - Board Mtgs	\$65.78
27030	223	TLC HOME IMPROVEMENTS, L	3/10/2008	Snow Removal, 1/22-2/13/08, Rens. Library	\$945.00
27031	224	TRU-GREEN LIMITED PARTNE	3/10/2008	Ice Melt (12 bags)	\$123.00
27032	225	UNIQUE MANAGEMENT SERVI	3/10/2008	Collections - Intial & Secondary Placements, January 2008	\$191.52
27033	226	USA TODAY	3/10/2008	Annual Subscription-Ren Branc (4/4/08-4/4/09)	\$164.00
27034	227	VISION SERVICE PLAN- (IN)	3/10/2008	March Vision Premium-14 empl	\$127.82
27035	228	WAL-MART COMMUNITY BRC	3/10/2008	DVDs, Glue, janitorial supplies, Paper, Tape	\$110.70
27048	229	ROEING CORPORATION	3/10/2008	Mobile Wireless Lab Printer, Carrying Case	\$436.65
27036	230	BARNES & NOBLE	3/10/2008	Audio Books and Books	\$394.57
27038	232	OSBY WATER CONDITIONING	3/10/2008	Case of Peroxide for Sulfur System	\$24.00
27039	233	CDW GOVERNMENT, INC	3/10/2008	Surge Protector	\$106.56
27040	234	ALLIED WASTE SERVICES #71	3/10/2008	Trash Pick up for Wheatfield for March	\$50.58
27041	235	ANTHEM LIFE	3/10/2008	Health Insurance Premium-25 employees, March 2008	\$89.70
27042	236	EDWARD YOUNG	3/10/2008	Courier Mileage, 2/16/08-2/29/08	\$303.00
27043	237	FIRST TRUST CREDIT UNION	3/10/2008	Deposits w/held from March 10, 2008 Payroll - 6 participants	\$1,376.44
27044	238	GREAT-WEST RETIREMENT S	3/10/2008	Annuity pyrmts w/held from payroll March 10, 2008 - 8 Participants	\$1,210.00
27046	242	TOWN OF DEMOTTE	3/10/2008	January Waste Disposal Services-DeM.	\$68.42
27047	243	TOWN OF WHEATFIELD SEW	3/10/2008	March sewer fee, Wh. Lib.	\$56.65
0	244	PAYROLL	3/10/2008	PAYROLL	\$36,373.57
Total Amount of Claims					\$89,005.50

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, March 06, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$89,005.50

Date this 10th day of March, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

APRIL

**Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, April 14, 2008, 7pm
Rensselaer Public Library**

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of March Board Meeting
Bills/Financial Reports

General Business

Annual Report of Technical Services Librarian &
Systems Administrator (R 65)

Information

Wheatfield Library

Irrigation System Water Treatment (R 65)

Action

Technology Plan 7/1/08-6/30/11 (R 22 & R 65)

Action

Advanced Tax Draw Resolution (R 65)

Action

Personnel Policy Review (R 10; R 65-R 66)

Action

DeMotte Library Entrance Reorientation (R 66)

Discussion

Director Review (R 66)

Information

Director's Report (R 65)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

March 10, 2008
DeMotte Library

Present: Jody Melton, Joan Floyd, Anne-Marie Egan, Susan Deardorff, Natalie Waling, Mari Anne Saylor, Timothy Schultz Jr., Patricia Stringfellow, Brenda Thompson, & Gail Jung.

Agenda & Consent Agenda Approval: A-M Egan moved, seconded by M. Saylor to approve the Agenda and Consent Agenda items. The motion was amended to remove the Public Purchase Policy from the Consent Agenda to General Business portion of the meeting for discussion on a motion. Motion passed. On a motion by A-M Egan, seconded by M. Saylor, the minutes of the February Board Meeting, monthly bills, and financial reports, Board Code of Ethics Policy were approved. Motion passed.

Capital Projects Fund Hearing: There being no public in attendance to comment on the CPF Plan, J. Melton moved, seconded by A-M Egan, that the board adopt the CPF Plan as advertised. Motion passed unanimously. A certified copy will be sent to the County Council. M. Saylor will accompany the Library Director to the County Council Meeting in the Commissioner's Room on March 18th at 7:00 PM to seek the Council's approval. T. Schultz and S. Deardorff may attend also if their schedules allow.

DeMotte Entry Reorientation: Jeff Anglemeyer of Arkos Design addressed the board and gave his professional opinion on the feasibility of re-orientating the DeMotte Library entry. The cost is considerably less to remodel versus new construction. The average rate for new construction is around \$184 per square foot and remodeling is approximately \$60 square foot. He provided an outline of the potentials for renovation, addressed roofing concerns, the inconvenience to patrons and staff during remodeling phase, and a timeline covering programming, schematic design, design development, construction documentation, bidding, and actual construction. Total project timeline is anticipated to be 15-18 months (6-9 months for construction). J. Anglemeyer also provided a rough sketch incorporating interior changes that had been discussed earlier with B. Thompson and P. Stringfellow. He pointed out that there are only 17 feet from the building to property line on the east side, but felt placing an entrance there was feasible. It was noted that we do not own the parking lot on the east side of the building and discussions with the school would be necessary. Also, any ADA compliance issues would be minimal if any, for the type of remodeling that is being planned. J. Anglemeyer noted that the roof is at the end of its life cycle and advised to go ahead with replacing it. A gable could easily be tied into the roof when remodeling. Architect fees are based on 3-4% of the cost of the project with a 10% contingency. Customary fees for completion of the Programming and Schematic Design are about 25% of the project cost. The board will ponder next steps at their April board meeting.

Wheatfield Post Office Request: The Wheatfield Post Office has requested via telephone to use the Wheatfield Public Library Meeting Room as a place to set up business in the event their building is not operational due to a disaster. They currently have permission to use the Wheatfield Town Hall for this purpose and have noted this in their Disaster Plan. However, they would prefer a building closer to their current location. We will say no at this time, but if the Post Office wishes to resubmit their request in writing with more detailed information, their request would be reconsidered.

Public Purchase Policy: Board discussed changing the amount that the library director is authorized to spend on a purchase from \$15,000 to \$25,000. J. Floyd moved, seconded by T. Schultz, to leave the authorized spending amount at \$15,000 and approve the Public Purchase Policy as amended. Motion passed 5-1 with A-M Egan casting the nay vote.

Director's Report: According to the Jasper County Auditor they overpaid the library the special CAGIT distribution that was deposited into the Rainy Day Fund by \$18,441. A refund in this amount was sent to the auditor in March.

User/Non-User Surveys have been created and will be made available for user/non-user comments from April 15-28th. A copy of the survey is provided in the packet for the board's information.

Self-Checkout is being widely accepted with a total of 1878 uses during February.

JCPL was asked to make a presentation at the spring IOLUG Meeting in Indianapolis on the processes and procedures used in the digitization of our Milroy Collection. N. Waling congratulated the staff who worked on the digitization project and stated that it is an honor to receive the recognition and high regard of our peers.

Screencasts, which are digital video clips that capture computer screen movements and audible instructions, are being implemented as an instructional tool for staff. Staff can train at their own pace and gain valuable information with just a few minutes of their time. CamStudio is the name of the free software and is extremely easy to use.

We are still waiting to hear from Precision Control on the cost of a replacement boiler in the event the heat exchanger would fail at DeMotte Library. The heat exchanger is no longer made for our boiler model.

Future Agendas:

DeMotte Entry Reorientation

Post Office Request-if a written, detailed request is submitted

Adjournment: With no further matters for discussion, J. Melton moved to adjourn at 8:26 PM.


Jody Melton, Secretary


Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
March 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	4	0	0	4
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	35	0	0	35
Award Winning non-fiction (DAWNF)	5	0	0	5
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	79	10	3	92
Books on CD (DBKCD)	125	7	2	134
Books on Tape (DBKT)	21	0	0	21
Compact Disc (DCD)	400	4	6	410
Digital Audiobooks (DDA)	11	1	0	12
DVD (DDVD)	1551	10	9	1570
Equipment (DEQP)	49	0	0	49
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	43	0	0	43
Fiction (DFIC)	1024	28	15	1067
Fiction Fantasy (DFICF)	17	0	2	19
Fiction Mystery (DFICM)	127	17	8	152
Fiction New (DFICNEW)	175	5	1	181
Fiction Science Fiction (DFICSF)	19	0	0	19
Fiction Western (DFICW)	14	0	0	14
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	2	0	0	2
Hanging Bags (DHANG)	26	0	0	26
ILL (DILL)	78	0	0	78
Internet (DINTER)	1181	0	0	1181
Juv. Audio book (DJAUDB)	20	3	1	24
Juv. Biography (DJBIO)	44	4	6	54
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	1	0	0	1
Juv. Compact Disc (DJCD)	47	2	0	49
Juvenile Easy (DJE)	774	13	6	793
Juv. Easy Non-fiction (DJENF)	0	0	0	0
Juv. Easy Reader (DJER)	319	2	1	322
Juv. Fiction (DJFIC)	528	5	15	548
Juv. Holiday books (DJHOL)	51	3	0	54
Juv. Magazine (DJMAG)	84	0	1	85
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	489	22	22	533
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	0	0	0	0

Juv. Toddler (DJTOD)	194	1	0	195
Large Print Fiction (DLPF)	78	2	3	83
Large Print Nonfic (DLPNF)	6	0	0	6
Magazine (DMAG)	921	4	11	936
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	12	0	1	13
Nonfiction 100 (DNF100)	21	7	0	28
Nonfiction 200 (DNF200)	52	4	1	57
Nonfiction 300 (DNF300)	81	14	6	101
Nonfiction 400 (DNF400)	3	0	0	3
Nonfiction 500 (DNF500)	33	4	0	37
Nonfiction 600 (DNF600)	189	7	0	196
Nonfiction 700 (DNF700)	19	0	1	20
Nonfiction 800 (DNF800)	2	0	0	2
Nonfiction 900 (DNF900)	4	0	0	4
Nonfiction DVD (DNFDVD)	37	0	0	37
Nonfiction (DNFIC)	352	38	14	404
Nonfiction New (DNFNEW)	32	4	3	39
Nonfiction VHS (DNFVHS)	25	2	1	28
Professional Coll. (DPROF)	1	0	0	1
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	7	0	0	7
Reference (DREF)			0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	39	0	0	39
Software (DSWAR)	88	2	1	91
Vertical File (DVF)	3		1	4
VHS (DVHS)	391	9	0	400
YA Audio book (DYAUDB)	3	0	0	3
YA Biography (DYAB)	1	0	0	1
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	115	0	3	118
YA Nonfiction (DYANF)	22	1	0	23
YA Paperback Fic (DYAPBF)	60	1	0	61
Storage (DZSTO)	23	0	10	33
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	10	73	0	83
Books on CD (RBKCD)	5	184	2	191
Books on Tape (RBKT)	0	79	0	79
Compact Disc (RCD)	6	386	5	397
Digital Audiobooks (RDA)	0	8	0	8
DVD (RDVD)	15	2319	9	2343
Equipment (REQP)	0	76	0	76
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	50	0	50
Fiction (RFIC)	35	1165	12	1212
Fiction New (RFICNEW)	7	152	3	162

Genealogy (RGENE)	0	1	0	1
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	23	1	24
Hanging Bag (RHANG)	1	6	0	7
ILL (RILL)	0	85	0	85
Internet (RINTER)	0	2215	0	2215
Juv. Audio book (RJAUDB)	0	29	0	29
Juv. Biography (RJBIO)	3	37	1	41
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	0	0	0
Juv. Compact Disc (RJCD)	0	28	0	28
Juvenile Easy (RJE)	3	821	9	833
Juv. Easy Non-fiction (RJENF)	0	3	1	4
Juv. Easy Reader (RJER)	0	319	0	319
Juv. Fiction (RJFIC)	31	552	6	589
Juv. Magazine (RJMAG)	0	28	0	28
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	6	666	6	678
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJ TOD)	2	161	0	163
Large Print Fiction (RLPF)	6	134	3	143
Large Print Nonfic (RLPNF)	4	20	0	24
Magazine (RMAG)	0	249	1	250
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	0	8	0	8
Non-Fiction 100 (RNF100)	1	37	0	38
Non-Fiction 200 (RNF200)	2	55	3	60
Non-Fiction 300 (RNF300)	8	151	2	161
Non-Fiction 400 (RNF400)	1	8	1	10
Non-Fiction 500 (RNF500)	1	25	0	26
Non-Fiction 600 (RNF600)	6	320	5	331
Non-Fiction 700 (RNF700)	6	123	4	133
Non-Fiction 800 (RNF800)	0	3	0	3
Non-Fiction 900 (RNF900)	0	11	1	12
Nonfiction DVD (RNFDVD)	2	93	0	95
Nonfiction (RNFIC)	9	136	3	148
Nonfiction new (RNFNEW)	4	73	2	79
Nonfiction VHS (RNFVHS)	3	112	1	116
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)				0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	1	22	0	23
Software (RSWAR)	2	143	0	145
Vertical File (RVF)		7		7
VHS (RVHS)	6	404	0	410
YA Audio book (RYAUDB)	4	4		
YA Biography (RYAB)	0	3	0	3

YA Books on CD (RYABKCD)	0	1	0	1
YA Books on Tape (RYABKT)	0	2	0	2
YA Fiction (RYAF)	3	216	6	225
YA Nonfiction (RYANF)	4	55	1	60
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	3	4	27	34
Books on CD (WBKCD)	3	13	176	192
Books on Tape (WBKT)	1	0	37	38
Compact Disc (WCD)	14	9	396	419
Digital Audiobooks (WDA)	1	1	2	4
DVD (WDVD)	21	7	1395	1423
Equipment (WEQP)	0	0	47	47
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	37	37
Fiction (WFIC)	39	32	559	630
Fiction Fantasy (WFICF)	1	3	9	13
Fiction Mystery (WFICM)	5	6	123	134
Fiction New (WFICNEW)	17	10	189	216
Fiction Science Fiction (WFICSF)	0	1	4	5
Fiction Western (WFICW)	7	0	18	25
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	8	8
Hanging Bags (WHANG)	2	0	22	24
ILL (WILL)	14	0	38	52
Internet (WINTER)	0	0	813	813
Juv. Audio book (WJAUDB)	1	2	18	21
Juv. Biography (WJBIO)	0	0	18	18
Juv. Book on CD (WJBKCD)	0	0	1	1
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	0	3	52	55
Juvenile Easy (WJE)	17	26	676	719
Juv. Easy Non-fiction (WJENF)	0	0	4	4
Juv. Easy Reader (WJER)	3	6	321	330
Juv. Fiction (WJFIC)	22	28	329	379
Juv. Magazine (WJMAG)	0	0	51	51
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	7	5	463	475
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	9	9
Juv. Toddler (WJTOD)	1	2	130	133
Large Print Fiction (WLPF)	11	0	51	62
Large Print Nonfic (WLPNF)	1	0	11	12
Magazine (WMAG)	2	1	415	418
Non-Fiction 000 (WNF000)	0	0	9	9
Non-Fiction 100 (WNF100)	0	6	37	43
Non-Fiction 200 (WNF200)	6	1	19	26
Non-Fiction 300 (WNF300)	5	5	52	62

Non-Fiction 400 (WNF400)	0	0	3	3
Non-Fiction 500 (WNF500)	1	4	24	29
Non-Fiction 600 (WNF600)	2	6	67	75
Non-Fiction 700 (WNF700)	0	0	15	15
Non-Fiction 800 (WNF800)	0	0	3	3
Non-Fiction 900 (WNF900)	0	0	3	3
Nonfiction DVD (WNFDVD)	0	1	49	50
Nonfiction (WNFIC)	22	20	218	260
Nonfiction New (WNFNEW)	3	3	33	39
Nonfiction VHS (WNFVHS)	0	2	17	19
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)				0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	2	2
Software (WSWAR)	0	2	73	75
Vertical File (WVF)			4	4
VHS (WVHS)	1	3	299	303
YA Audio book (WYAUDB)	0	0	4	4
YA Biography (WYAB)	0	2	3	5
YA Books on CD (WYABKCD)	0	0	2	2
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	11	10	166	187
YA Nonfiction (WYANF)	4	7	45	56
YA Paperback Fic (WYAPBF)	0	0	1	1
Storage (WZSTO)	0	0	2	2
TOTAL	10602	12348	7841	30783

CIRCULATION BY HOLDINGS CODE
March 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	4	0	0	4
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	35	0	0	35
Award Winning non-fiction (AWNf)	5	0	0	5
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	92	87	30	209
Books on CD (BKCD)	133	204	180	517
Books on Tape (BKT)	22	79	37	138
Compact Disc (CD)	420	399	407	1226
Digital Audiobooks (DA)	12	10	2	24
DVD (DVD)	1587	2336	1413	5336
Equipment (EQP)	49	76	47	172
See librarian (ERR)	0	0	0	0

Express Book (EXP)	43	50	37	130
Fiction (FIC)	1098	1225	586	2909
Fiction Fantasy (FICF)	18	3	11	32
Fiction Mystery (FICM)	132	23	131	286
Fiction New (FICNEW)	199	167	193	559
Fiction Science Fiction (FICSF)	19	1	4	24
Fiction Western (FICW)	21	0	18	39
Genealogy (GENE)	0	1	0	1
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	2	23	9	34
Hanging Bags (HANG)	29	6	22	57
ILL (ILL)	92	85	38	215
Internet (INTR)	1181	2215	813	4209
Juv. Audio book (JAUDB)	21	34	19	74
Juv. Biography (JBIO)	47	41	25	113
Juv. Book on CD (JBCD)	0	0	1	1
Juv. Book on Tape (JBKT)	1	0	0	1
Juv. Compact Disc (JCD)	47	33	52	132
Juvenile Easy (JE)	794	860	691	2345
Juv. Easy Non-Fiction (JENF)	0	3	5	8
Juv. Easy Reader (JER)	322	327	322	971
Juv. Fiction (JFIC)	581	585	350	1516
Juv. Holiday (JHOL)	51	3	0	54
Juv. Magazine (JMAG)	84	28	52	164
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	502	693	491	1686
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	0	0	9	9
Juv. Toddler (JTOD)	197	164	130	491
Large Print Fiction (LPF)	95	136	57	288
Large Print Nonfic (LPNF)	11	20	11	42
Magazine (MAG)	923	254	427	1604
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	12	8	10	30
Non-Fiction 100 (NF100)	22	50	37	109
Non-Fiction 200 (NF200)	60	60	23	143
Non-Fiction 300 (NF300)	94	170	60	324
Non-Fiction 400 (NF400)	4	8	4	16
Non-Fiction 500 (NF500)	35	33	24	92
Non-Fiction 600 (NF600)	197	333	72	602
Non-Fiction 700 (NF700)	25	123	20	168
Non-Fiction 800 (NF800)	2	3	3	8
Non-Fiction 900 (NF900)	4	11	4	19
Non-Fiction DVD (NFDVD)	39	94	49	182
Nonfiction (NFIC)	383	194	235	812
Nonfiction New (NFNEW)	39	80	38	157
Nonfiction VHS (NFVH)	28	116	19	163
Professional Coll. (PROF)	1	0	0	1
Parent Shelf Juv. Fic (PJF)	0	0	0	0

Parent Shelf Juv. NF (PSJNF)	7	0	0	7
Reference (REF)	36	90	28	154
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	40	22	2	64
Software (SWAR)	90	147	74	311
Vertical File (VF)	0	7	5	12
VHS	398	416	299	1113
YA Audio book (YAUDB)	7	4	4	15
YA Biography (YAB)	1	5	3	9
YA Books on CD (YABKCD)	0	1	2	3
YA Books on Tape (YABKT)	0	2	0	2
YA Fiction (YAF)	129	226	175	530
YA Nonfiction (YANF)	30	63	46	139
YA Paperback Fic (YAPBF)	60	1	1	62
Storage (ZSTO)	23	0	12	35
				0
Free reads	202	326	121	649
Games/Puzzles	8	0	0	8
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	10845	12764	7990	31599

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	1850	1931	1170	4951
Nonfiction	1149	1378	639	3166
CHILDREN'S BOOKS				
Fiction	1933	1936	1493	5362
Nonfiction	612	740	530	1882
YA BOOKS				
Fiction	191	250	185	626
Nonfiction	31	68	49	148
Magazines, Adult	923	254	427	1604
Magazines, Children	84	28	52	164
Sound Recordings, adult	594	699	632	1925
Sound Recordings, ch	98	73	94	265
Online databases	0	0	0	0
Software	90	147	74	311
Vertical file	0	7	5	12
VHS/DVD	2052	2962	1780	6794
Equipment	49	76	47	172
Total	9656	10549	7177	27382
A-V Circulation	2834	3881	2580	9295
A-V Circulation as % of total	29.3%	36.8%	35.9%	33.9%

March 2008

[illegible]

END OF MONTH:	DEMOTTE	RENSSELAER	WHEATFIELD
Total Materials Owned	63,394	57,497	40,012
Circulation Increase/Decrease	-0.2%	3.5%	10.5%

MONTHLY SYSTEM STATISTICS	2007	2008	% change
Current month's Circulation	26,365	27,382	3.9%
Jan. to date circulation	74,905	76,934	2.7%

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
16,745	16,839	11,717	11,748	11,063	11,133
16,623	16,632	18,906	18,880	9,047	9,090
					ADULT BOOKS
					Fiction
					Nonfiction
					CHILDREN'S BKS
12,284	12,322	10,736	10,760	8,289	8,338
9,270	9,230	5,627	5,682	4,525	4,541
					Fiction
					Nonfiction
					YA BOOKS
2,240	2,150	2,021	2,040	1,655	1,672
418	415	647	658	146	146
					Fiction
					Nonfiction
					0 Magazines,Adult
					0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,249	2,265	2,879	2,900	2,509	2,557
424	430	437	436	474	475
25	25	16	16	1	1
317	316	367	367	133	133
3	3				Software
					Vertical Files
2,607	2,648	3,753	3,848	1,820	1,869
119	119	142	142	57	57
					VHS/DVD
					Equipment
63,324	63,394	57,268	57,497	39,719	40,012
					TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

March 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	218	47	182	39	315	68	715	155
LOCAL HISTORY								
In person	4	1	15	4	0	0	19	5
Letters written	0	0	3	3	0	0	3	3
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1181	49	2215	92	813	34	4209	175
Computer software used	153	13	118	10	129	11	400	33
VCR Use	0	0	0	0	2	0	2	0
Microforms	15	2	8	1		0	23	3
CD ROM/Online databases	121	10	270	23	46	4	437	36
Typewriter use	0	0	0	0	0	0	0	0
Other equipment used	0	0	0	0	4	1	4	1
OTHER LIBRARY SERVICES USED								
Outreach activities	40	40	32	21	0	0	72	48
Notarized documents	4	1	6	2	1	0	11	3
Meeting Room Use (no. of group)	49	16	65	22	52	17	166	55
Study room use	12	1	38	3	33	3	83	7
Proctoring	1	1	1	1	0	0	2	1
Tax Forms distributed	0	0	15	0	0	0	15	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	64		230		139		433	
WIRELESS USE via patron owned pcs	95		36		68		199	
INTERLIBRARY LOANS								
Requests made for:	36	9	90	23	28	7	154	39
Items rec'd for:	52	26	61	31	16	8	129	65
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7788	7805	4077	19670
				0
Non-resident, paying	1	2	0	3
PLAC card users	0	4	0	4
Reciprocal borrowers	410	340	77	827

PROGRAMS

DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
Hrs.	Hrs.	Hrs.		

Programs for all ages	1	6	1	6	0	0	2	12
Children's Programs (0-13)	5	30	11	66	13	78	29	174
Number attending	223		149		371		743	
YA Programs (14-17)	3	18	2	12	2	12	7	42
Number attending	38		21		9		68	
Adult Programs	1	6	5	30	2	12	8	48
Number attending	25		203		42		270	
Senior Citizen Programs	11	66	6	36	2	12	19	114
Number attending	118		77		13		208	
Total Number of Programs	21	126	25	150	19	114	65	390
Total Persons Attending	404		450		435		1289	
Total Attending Same Month Last ' 	425		323		439		1187	
Total Staff Hours Spent		342		424		268	1034	1020
Total Number of In-House Program	11		21		13		45	
Total Attendance	229		341		199		769	
Total Number of Outreach Program	10		4		6		20	
Total Attendance	175		109		236		520	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6975	72.4%	6852	65.5%	5155	72.1%	18982	69.7%
Corporate	32	0.3%	52	0.5%	17	0.2%	101	0.4%
Juvenile 0-11	529	5.5%	744	7.1%	284	4.0%	1557	5.7%
Juvenile-AV	575	6.0%	838	8.0%	563	7.9%	1976	7.3%
Nonresident No Fee	12	0.1%	210	2.0%	62	0.9%	284	1.0%
Nonresident Fee	2	0.0%	0	0.0%	0	0.0%	2	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	510	5.3%	295	2.8%	68	1.0%	873	3.2%
Reciprocal Juvenile	11	0.1%	70	0.7%	0	0.0%	81	0.3%
Reciprocal Juvenile AV	15	0.2%	14	0.1%	0	0.0%	29	0.1%
Reciprocal YA	7	0.1%	13	0.1%	0	0.0%	20	0.1%
Reciprocal YA AV	0	0.0%	32	0.3%	0	0.0%	32	0.1%
School	0	0.0%	16	0.2%	0	0.0%	16	0.1%
School AV	0	0.0%	7	0.1%	0	0.0%	7	0.0%
St. Joseph College	3	0.0%	65	0.6%	0	0.0%	68	0.2%
Staff	507	5.3%	699	6.7%	634	8.9%	1840	6.8%
Walking books	67	0.7%	95	0.9%	0	0.0%	162	0.6%
YA 12-17	100	1.0%	86	0.8%	63	0.9%	249	3.5%
YA-AV	286	3.0%	368	3.5%	303	4.2%	957	3.5%
Total	9631		10456		7149		27236	

All items borrowed by nonresidents

560 5.8%

722 6.9%

130 1.8%

1412 5.2%

PERSONNEL POLICY

DEFINITIONS

1. **Exempt employees** are those whose duties and responsibilities are of an executive, administrative, or professional character (or other exempt work) as described under the Fair Labor Standards Act (FLSA) and who are paid on a salary basis and are, therefore, exempt from the overtime and certain other provisions of the FLSA.
2. **The Board of Directors** of the Jasper County Public Library will hereinafter be referred to as "**The Board**".
3. The **Jasper County Public Library** will hereinafter be referred to as "**JCPL**".
4. **Certified** employees are defined as any employees holding or qualifying for any of the five Indiana Library Certification levels.
5. **Non-certified** employees are defined as any employees not holding or qualifying for any of the five Indiana Library Certification levels.
6. A **work week** is defined as Sunday through Saturday.
7. **Overtime** is defined as any time worked over 40 hours per week.
8. ~~The orientation period is~~ The first six months of employment is considered a training/orientation period when during which a new employee must satisfactorily demonstrate the ability to perform his/her duties.

ADMINISTRATION AND MANAGEMENT

1. The administration and direction of all employees shall be the responsibility of the Director or his/her designee. Hiring of new personnel, promotions, dismissals shall be under the Director's jurisdiction except where the Board has indicated restrictions. The employment of the Director shall be the responsibility of the Board.
2. JCPL is an Equal Opportunity employer and selection of employees is based solely on merit.
3. All employees are employees at will and can be terminated at any time without notice.
4. JCPL shall observe Indiana Library State Certification requirements.
5. Each employee will be evaluated annually in writing. ~~New employees and promoted employees will be evaluated 3 months and 6 months after beginning their position.~~ The Director will be evaluated annually in May.

6. Close relatives of Board members and staff shall not be employed by the Library. A special exception may be granted by the board for a person employed on an irregular and very limited basis.

SALARIES

1. This salary policy will be reviewed annually to determine whether the classification plan fairly reflects the kind and level of positions needed to effectively operate the library and whether salary ranges are still fair and equitable. Salary obligations made by the Board or by the Director are contingent upon sufficient revenues of the Library.
2. The Board is responsible for determining the amount of money to be budgeted for salaries and setting the salary of the Director.
3. The Director is responsible for determining the job classification and salary amounts for each employee subject to board review.
4. Explanation of Salary Plan

- 4.1 ~~The first six months of employment is an orientation period, a period designed to determine if the employee is suited to the job and capable of satisfactorily performing the work assigned.~~

Pages, clerks and Library Assistant 1's will be evaluated after 3 months of employment. They will receive a 10 cent salary increase with a satisfactory 3 month evaluation. This also applies to employees promoted to clerk and Library assistant 1 positions.

All new employees will be evaluated after six months' employment. A satisfactory rating ~~upon completion of the six-month orientation period~~ will qualify the individual for vacation benefits if applicable (see Vacations section for details) ~~as a regular employee~~. Pages, clerks and Library Assistant 1's will receive another 10 cent salary increase at this time and again at the end of the first year of employment if performance is satisfactory. This also applies to employees promoted to clerk and Library assistant 1 positions. Promoted employees who have performed satisfactorily will receive the percentage increase determined by the board as per 4.3.

All newly promoted employees will be evaluated after 6 months in their new position.

An unsatisfactory rating at any time during the ~~training~~/orientation period may result in immediate termination.

- 4.2 An employee must work 8 months in the same position to qualify for the annual increase in January.

A new employee who has not completed his/her first full year of employment by January 1 will receive the first annual increase beginning with the pay period following the anniversary date of his/her one year employment.

The employee will be eligible for ½ of the % increase determined by the board as per 4.3 the following January, if s/he has worked more than 3 months and less than 8 months at his/her one year salary. If the employee has worked less than 3 months at his/her one year salary, s/he

remains at the present rate until the following January.

4.3 Each year an employee's annual salary will increase by an amount or percentage as determined by the board, except for those in the "Page" classification and those who have reached the maximum salary level for their classification. Page salaries are detailed in the Salary Schedule Chart, below.

4.4 Employees working less than an average of 8 hours per week do not automatically qualify for annual increases.

5. Work Performance

An employee who receives the lowest rating in 3 or more areas of a job performance evaluation is not eligible to receive a raise.

6. Upon Reaching Maximum Salary

An employee who reaches the maximum salary for his/her classification will be eligible for ½ of the % increase determined by the Board as per 4.3 annually.

7. Salary Schedule

Minimums and maximums will increase ½ of annual salary increase to adjust for inflation each January.

Compression adjustments will be applied to the salary schedule in accordance with federally mandated minimum wage increases.

Minimum salary for the page position will increase as required by federal law.

Jasper County Public Library Salary Schedule

Classification	Minimum	Maximum	Classification	Minimum	Maximum
Clerk	\$7.58	\$10.15	Business Manager	\$13.50	\$18.90
Library Assistant I	\$8.14	\$11.28	Librarian 1	\$13.81	\$18.90
Library Assistant II	\$9.88	\$15.55	Librarian 2	\$14.42	\$20.02
			Librarian 3	\$16.26	\$24.05
Assistant Business Mgr.	\$10.20	\$15.90	Systems Administrator	\$16.26	\$24.05
Library Specialist I	\$10.20	\$15.90	Systems Specialist	\$10.20	\$15.90
Library Specialist II	\$12.69	\$17.27	Janitor	\$9.21	\$12.42
Library Specialist III	\$12.93	\$17.81	Janitor Mntce/Courier	\$10.65	\$15.52

	Minimum	One year	2 yrs	3 yrs	4 yrs
Page	\$5.85	\$6.15	\$6.45	\$6.75	\$7.05

*Minimum salary for the
page position will
increase as required by
federal law.*

7. Interim Services

When an employee is asked to take on a major portion of the essential responsibilities of an absent employee in a higher job classification for more than three months, s/he will receive additional pay as determined by the Director for the time in which s/he serves in an interim capacity.

8. Salary Classifications

Page: Must be 15 years old. If expected to work beyond 7:00 PM, they must be 16. Shelves books, straightens shelves. May also work at the circulation desk.

Clerk: High school graduate. Clerical and typing work. ~~May also~~ Will work at circulation desk and/or in Technical Services.

Library Assistant I: H.S. graduate. In addition to clerical duties, will do basic ready reference work or work in technical services department doing basic materials processing.

Library Assistant II: H.S. graduate with 2 years college or with 3 years library experience or with special technical expertise in a specific area of library operation.

Library Specialist I: 2 years of college or 5 years of library experience and continuing education or special technical expertise in a specific area of library operation. Responsible for area of library operation requiring extensive independent judgment and responsibility.

Library Specialist II: Five years' experience as Library Specialist I. Demonstrates highly-developed skills. Spends at least 70% of time in a specialized area of library operation requiring extensive independent judgment and initiative.

Library Specialist III/Special Services Librarian: College graduate or 10 years' experience as a Library Specialist and head of a major library department or area.

Systems Specialist: 2 years of college or 2 years of technical experience. Requires extensive independent judgment and responsibility in maintaining and troubleshooting PCs and network problems.

Assistant to the Business Manager: 2 years of college or 2 years of experience in a related field (business and/or accounting). Requires extensive independent judgment and responsibility in maintaining accounting and personnel records.

Business Manager: 5 years accounting experience. Manages business operations of Library System including supply inventory, financial records, personnel records, benefits administration, general office and secretarial duties.

Janitor: Responsible for cleaning and light maintenance of library building.

Janitor/Maintenance: Responsible for cleaning and maintenance of library building.

Courier: Valid driver's license; excellent driving record; current auto insurance; transports library materials daily to each library in system

Librarian I: Bachelor's degree and Indiana library certification. Responsible for Youth Services, Technical Services or a Branch.

Librarian II: MLS degree and Indiana library certification. Responsible for area of library operation requiring extensive independent judgment and responsibility.

Librarian III: MLS degree and Indiana library certification. Responsible for management of a library or Technical Services Department.

Systems Administrator: Bachelor's Degree ~~Specialized training or 2 years~~ including a significant amount of computer-related courses. Responsible for management of hardware and operating software for integrated library system and for computer network.

Director: MLS degree plus 2-3 years supervisory experience and Indiana Library Certification 1. Supervises and directs the operation of the library system, and acts as liaison between Library Board and staff.

9. Changing Classifications

9.1 Moving from one classification to another is never automatic, even when stated requirements are met. Promotions are dependent on the availability of an opening in the higher position and on the Director's approval of a supervisor's recommendation for promotion of an employee.

9.2 When possible, vacancies in higher positions will be filled by promotion of qualified employees from within the library.

9.3 Upon promotion, an employee's salary shall immediately be raised to a minimum of 50 cents per hour above his/her present rate.

BENEFITS

1. **Employees qualified for benefits:** Sections 2 through 7 8 apply to persons working 32 or more hours per week. Employees working 20 - 31 hours per week are eligible to earn sick leave (sec. 2) and vacation leave (sec. 4) after they have completed 3 years of service. All employees, regardless of the number of hours worked per week, are entitled to an Anniversary Holiday. See section 3.2 (Holidays).

2. Sick Leave

2.1 A **sick day** is defined as the number of hours the employee is regularly scheduled to work on the day missed.

2.2 Employees receive the equivalent of 1 sick day with pay per month during their first partial year of employment. Sick leave with pay of 12 days per year is granted each January thereafter. Employees working 20 to 31 hours per week will receive sick leave on a prorated basis.

2.3 Sick leave may accumulate to a maximum of 96 days.

2.4 Sick leave may be used in case of illness of the employee, or *close relative* provided these are living in the employee's household.

2.5 Five (5) days of an employee's *paid* sick leave per year may also be used for critical care needs of a parent or child not living in the household, with approval of the supervisor.

2.6 Sick leave may be used for medical appointments if an appointment cannot be made on the employee's own time.

2.7 Employee should notify supervisor of his/her desire to take sick leave 30 days before sick leave would begin for a foreseeable medical procedure.

2.8 Sick leave is a privilege to be used only for the above purposes. Sick leave cannot be used as vacation or earned time off.

2.9 Sick time may be used with special approval of the supervisor or director for extended funeral leave for immediate family members, funerals involving long distance travel, and for funerals of non-immediate family members.

2.10 An employee who is absent due to illness for 5 or more consecutive scheduled working days (for non FMLA situations) must present his/her supervisor with a physician's statement releasing him/her to return to work and specifying any limitations.

3. **Holidays**

3.1 Employees who work an average of 32 hours or more per week are eligible for paid holidays. Refer to the Holiday Policy for a list of holidays we observe.

3.2 An Anniversary Holiday, defined in the Holiday Policy, will be given to any long-term employee regardless of full or part time status. Anniversary holidays will be prorated for employees working less than 32 hours per week.

3.3 An employee who works 3 or 4 eight hour days per week will receive one 8 hour day off with pay when a holiday occurs, if they are eligible for paid holidays. A person who works five 7 hour days will receive one 7 hour day off with pay when a holiday occurs.

3.4 If the holiday falls on the employee's day off, that employee is granted equivalent time off with pay to be taken within the pay period. If the employee works 40 hours per week, the equivalent time must be taken within the work week, except that exempt employees must take equivalent time off by the end of the next pay period. Not applicable for exempt employees.

4. Vacations

4.1 **Schedule of earned vacation credit**

Vacation time is based on a 40 hour work week and is prorated for employees working 20 to 39 hours per week.

A vacation day is defined as the hours that an employee is regularly scheduled to work per week during the time the vacation is accrued divided by five (5).

4.1.1 Certified librarians and Systems Administrator

A. Librarian or Systems Administrator working an average of 32 hours per week or more

0-4 years' service - 1.5 days per month with pay

5+ years' service - 2 days per month with pay

B. Director

0+ years' service - 2 days per month with pay

4.1.2 Non-Certified employees working an average of 32 hours per week or more

0-4 years' service - 1 day per month with pay

5-9 years' service - 1.5 days per month with pay

10+ years' service - 2 days per month with pay

4.1.3 Part time employees working 20 to 31 hours per week

3-9 years' service - 1 day per month with pay

10+ years' service - 1.5 days per month with pay

4.2 **Regulations**

4.2.1 No employee may take vacation without approval of the Director or his/her designee

4.2.2 Vacation time is not cumulative from one year to the next.

4.2.3 Vacation time accrued during one calendar year ~~may~~ is to be taken after the beginning of the following calendar year.

New employees are entitled to vacation benefits upon satisfactory completion of the six-month training/orientation period and upon receipt of a satisfactory performance evaluation. ~~The time worked during the orientation period counts toward vacation time once the employee has attained regular employment status. Vacation time will be credited from date of hire.~~

~~Employees who successfully complete their orientation period are immediately eligible to take any vacation credit earned during the previous calendar year.~~

~~Employees failing to successfully complete their orientation will not be credited with any vacation time.~~

New employees are eligible to take credited vacation time after six months of employment for vacation time earned during previous calendar year.

4.2.4 ~~After~~ During first partial year of employment, all vacation time is ~~prorated~~ will be figured

~~on the calendar year.~~

4.2.5 Any employee who has successfully completed his/her orientation period and leaves before the end of any year will be paid for unused vacation leave.

4.2.6 Vacation leave will not accrue during unpaid leaves of absence.

4.3 Regulations for employees earning vacation before 1994. (These employees were hired under a policy requiring them to take vacation time the same year they earned it.) (Revised 4/06)

4.3.1 Vacation is credited at the rate of 2 days per month and may not be taken before the beginning of the month in which it is earned.

4.3.2 Employees may defer (or accrue) days of their annual earned vacation leave, to be taken in the subsequent year, until they have accumulated 24 days of accrued vacation.

4.3.3 Employees may never take more than 24 vacation days in one year.

4.3.4 Vacation leave will not accrue during unpaid leaves of absence.

5. **Funeral leave**

5.1 For staff who qualify for sick time, time off with pay for not more than three (3) working days may be granted by the Director so that the employee may arrange for and attend a funeral of the employee's spouse, the employee or spouse's child, sibling, grandparent, or parent, or the spouse of any of the above. Sick time may be used for extended funeral leave with the approval of the supervisor or Director (see 2.9).

5.2 Sick time may be used to attend the funeral of non immediate family members or others with the approval of the supervisor or Director.

6. **Excused absences**

6.1 An excused absence with pay may be granted by the Director or his/her designee to any employee working an average of 32 hours or more per week. Excused absences are granted when weather conditions necessitate the closing of the library.

Such absences will not be charged to accrued compensatory time, vacation leave, or sick leave. Any employee who is on sick or vacation leave when library is closed for such stated emergencies will be charged with his/her sick or vacation leave as if the library were open for business. If the library closes for such emergencies on an employee's day off, the employee will not receive another day off. Employees, working fewer than 32 hours per week, who are offsite and are scheduled to work but are unable to work due to library closure, have the option to make up any lost time. All employees who are onsite at time of emergency closure will be paid for the remainder of their shift.

In the event of library closings due to temporary unsafe or unhealthy working conditions, employees may be asked to report to another branch. Mileage will be paid in this case, if the

distance traveled is greater than the distance from the employee's home to his/her usual workplace. Carpooling to the new location is expected when practical.

6.2 Jury Duty

6.2.1 Employees will be granted leave of absence with pay for jury duty that falls on a scheduled work day. Employee is required to submit a jury verification notice to the business office.

6.2.2 Pay under such circumstances shall be determined as the difference between normal wages for working hours missed at the library and the pay received for jury duty.

6.2.3 Employees shall note jury duty on their time sheet in the excused absence column. 'Jury duty' should be written in the note field.

7. Public Employee's Retirement Fund (PERF)

7.1 Employees who work an average of 32 or more hours per week are required to enroll in PERF if they hold positions classified as:

Director	Business Manager
Assistant Director	Library Specialist
Librarian 3	Library Assistant
Librarian 2	Special Services Librarian
Librarian 1	Systems Administrator
Assistant Business Manager	

7.2 The employee's *mandatory* contribution to PERF is 3% of gross earnings. In addition, the Library also contributes to JCPL's PERF account. This money will be paid out to eligible JCPL employees during their retirement.

7.3 Eligible employees may also elect to make voluntary pre-tax and/or post-tax contributions toward their retirement savings up to an additional 10% of gross earnings.

8. Health/life insurance

8.1 The library offers a Group health insurance, which also offers package that includes medical, dental, prescription, vision, dental, life and accidental death benefits that, is presently available to all employees working 30 hours or more per week. The Library has adopted the Internal Revenue Code Section 125, Premium Conversion Plan, to pay for qualified employee insurance premiums.

8.2 The Board will pay all but \$1.00 per year of the life insurance cost for any eligible employees who choose elect not to take the health insurance.

9. Family and medical leave

The Family and Medical Leave Act of 1993 provides qualified employees with leave of absence for up to twelve (12) weeks per year for certain family or medical reasons. FMLA benefits will be administered as required by law. Consult the JCPL FMLA Policy for more details. (p.171)

10. **Meal time**

Each employee working seven (7) hours or more in one day is allowed up to one (1) hour of their own time for lunch or supper.

11. **Break time**

Each employee is allowed a break of 15 minutes of paid time for each continuous working schedule of three and one-half (3 ½) hours.

Employees under the age of 18, who are scheduled to work six or more consecutive hours must take a 30 minute break without interruption between their third and fifth hours of work. If they work 7 or more hours in the day, the break is fully paid. If they work less than 7 hours, they are paid for 15 minutes of their break.

12. **Leave without pay**

Good attendance is a condition of employment and necessary for the smooth, efficient, economical running of the library. Leave without pay may, on occasion, be granted by the Director as long as it is not detrimental to JCPL. Unapproved absences without pay will result in disciplinary action.

13. **Overtime/Compensatory Time**

13.1 Except in emergency situations, non-exempt employees may work overtime only if compensatory time off can be arranged so that they work no more than 40 hours per week.

14. **Meetings and conferences**

14.1 Monies budgeted for professional meetings may be provided to employees and board members for the purpose of attending meetings and conferences fostering continuing education and training in those areas related to the operation of the library.

14.2 All employees and Board members are encouraged to attend library related meetings and workshops. Each employee must obtain approval of his/her supervisor and the Director before attending such meetings and seeking expense reimbursements. Board approval is required to attend workshops and other meetings which are not sponsored by ILF (Indiana Library Federation), ISL (Indiana State Library) or INCOLSA.

14.3 Employees attending meetings or conferences are paid only for their regularly scheduled hours. Any time exceeding the scheduled time shall be considered compensatory time and shall conform to section 13.1.

14.4 To receive compensation for expenses incurred for any meeting, employees and Board members must submit accounts payable vouchers with attached receipts to the Director's office by the Monday preceding the next board meeting.

15. **Travel**

15.1 Approved library business includes conferences, workshops, field trips, counterpart meetings, or meetings approved by the Board and travel among the three libraries of the Jasper County Public Library system.

15.2 Employees or board members traveling on approved library business outside their city or town limits will be reimbursed for mileage at the IRS approved rate.

15.3 Employees are prohibited from using personal communication devices (i.e. cell phones, pagers, etc) while operating a motor vehicle on library business. Employees operating a motor vehicle should park in a safe area before making or receiving telephone calls or otherwise using personal devices. Furthermore, employees are required to be familiar and comply with the laws of the jurisdiction in which they are driving.

16. **Appropriate dress**

Appropriate dress and personal grooming create a favorable image for the library. We expect you to use good judgment and to maintain high standards in your personal cleanliness and attire. Your appearance affects the library's image. The library reserves the right to determine that particular attire is inappropriate for its business and to inform you of this and instruct you to change inappropriate attire. Some clothing, such as jeans, normally judged unacceptable for work, will be allowed on casual dress days and on other special occasions with permission from the Director.

17. **Alcohol and drug use**

Use of alcoholic beverages is prohibited on all library property.

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on library property. Employees violating that prohibition will be terminated. Employees working under the influence of alcohol or under the influence of illegally-used drugs may also be terminated. All violations will be reported to local law enforcement authorities.

An employee must notify the Director of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction. Such conviction will result in dismissal.

18. **Discipline**

The Jasper County Public Library makes no promise of continued employment or employment for a specific period of time. The employer-employee relationship remains at-will. An individual's employment will continue only so long as the employee is satisfied with the library, and the library is satisfied with the employee.

Any employee who fails to perform the job satisfactorily, or is otherwise guilty of misconduct or insubordination, will be subject to discipline. In many cases, progressive discipline will be employed, including counseling, verbal warnings followed by written warnings, before more drastic measures are taken. Because circumstances vary in each case, each situation will be handled on an individual basis.

19. **Second jobs:** JCPL does not prohibit employees from working at second jobs. The job cannot, however, interfere with meeting the staffing needs of JCPL. Employees may not work at second jobs while on leave (except vacation leave) from JCPL.

20. **Workers Compensation:** This insurance covers employee work-related injuries. It pays for medical expenses and for time off work due to the injury according to WC Regulations. The employee may use paid sick leave to make up the difference between workers' compensation time-off reimbursement and the employee's normal wage for that time period.
21. **Telecommuting:** Telecommuting arrangements will only be allowed at the discretion of the Director.

Adopted 10/93; revised 4/08

JASPER COUNTY PUBLIC LIBRARY
INFORMATION TECHNOLOGY PLAN

**7/1/08
thru
6/30/11**

Rev. 03/08

I. INTRODUCTION

The Jasper County Public Library sees technology as one means of providing its community with equal access to information in an age when information is power. This Information Technology Plan has been prepared as a way of achieving that vision. While intended to guide the Library in its choices and uses of technology through the year ~~June 30, 2011~~ 2010, the Plan is not designed to act as a constraint to innovation or special opportunities. The Plan will, therefore, be reviewed and revised on an annual basis.

The Plan is divided into the following sections:

- ◆ Section I Introduction (p. 2)
- ◆ Section II The Library, Its Mission, and Its Goals (pp. 3-4)
- ◆ Section III Technology Vision and Guiding Principles (pp. 5-6)
- ◆ Section IV The Information Technology Plan (pp. 7-16)
 - 1 Enhance information resources and information delivery methods
 - 2 Purchase and/or upgrade the hardware and software required to support the Library's technology programs in a fast and efficient manner
 - 3 Provide adequate staff to carry out the Information Technology Plan
 - 4 Provide for technology disaster recovery
 - 5 Enable independent patron use of electronic resources
 - 6 Determine library needs that are better met collaboratively
 - 7 Develop and maintain a funding strategy to fund the Information Technology Plan
- ◆ Section V Professional Development (p. 17-18)
- ◆ Section VI Needs Assessment (pp. 19-25)
 - 1 Needs Assessment Tools
 - 2 Present Technology at JCPL
- ◆ Section VII Budget (pp. 26-31)
- ◆ Section VIII Plan Evaluation (p. 32)
- ◆ Section IX Timetable

The original plan was developed according to the wishes of the Technology Plan Committee, consisting of representatives of Jasper County schools, businesses, media representatives and library staff. It was prepared with the assistance of Information Systems Consultants, Inc. The most recently revised plan was developed by the Systems Administrator and Library Director, with input from the Management Team and approved by the Board of Trustees.

II. THE LIBRARY, ITS MISSION, AND ITS GOALS

The Jasper County Public Library (JCPL) serves a population of approximately 27,947, with libraries in DeMotte, Rensselaer (headquarters), and Wheatfield. The DeMotte and Rensselaer Libraries, built in 1992, are approximately 17,000 square feet each. The Wheatfield Library, built in 2005, is approximately 14,900 square feet.

The Library has over 19,140 registered borrowers. Annual circulation is 305,366, an average of 16 titles per year per registered borrower. The collections total 162,092 items including 67,251 at DeMotte, 56,392 at Rensselaer, and 38,449 at Wheatfield.

The Library does not limit patrons to use of their own agency's collections; it shares materials freely among the three locations. Approximately 7,318 such intra-library loans occur each year. There is daily courier service to facilitate the movement of materials. In addition, the Library borrows over 1,500 items a year from other libraries through interlibrary loan. Turnaround time for interlibrary loan is approximately 1.5 weeks. The Library also uses fax machines to move information quickly among the agencies and with other libraries. The Library has a home page on the World Wide Web with links guiding net users to useful websites. All staff computers and 32 public computers have Internet access. In addition, a wide-area network allows patrons at all three libraries to access valuable CD-ROM and online databases accessible through the library's servers. This network also allows staff to share files with each other, to print to network printers, and to exchange e-mail. At each branch library we have a wireless network that offers patrons the opportunity to bring their laptops or other portable devices to the library and access the Internet. Self-checkout kiosks have recently been added to provide patrons with independent access to library materials if they desire. Full service checkout is still available.

JCPL's Mission and Long Range Goals

The overall **mission** of JCPL is to inform, enrich and empower our diverse community.

The Library's long-range **goals** are to ensure that Jasper County residents of all ages shall:

- Have the opportunity for personal growth and development through a wide variety of programs and resources and expert help in accessing and using those resources
- Find a wealth of current, high demand materials in a variety of media to stimulate their thinking, satisfy their curiosities, expand their knowledge and make their leisure time more productive and enjoyable
- Have the opportunity to learn to use and evaluate library resources

Further goals are:

- The number of persons using the library system will increase each year
- The library buildings will be easily accessible, have adequate space and meet the needs of each community
- The library will obtain, train and retain a highly qualified, effective staff of service-oriented employees to help achieve its goals
- The library will continually evaluate rapidly changing technology, selecting those technologies which improve or enhance our services
- Local History & Family History researchers will find a wealth of resources relating to the Jasper County area
- The libraries will work with instructors and school/academic libraries to ensure student access to resources
- The library will help each Jasper County resident in our service area meet his/her basic need to read and perform other essential daily tasks
- Libraries will strive to fulfill unmet community needs for computer training

III. TECHNOLOGY VISION AND GUIDING PRINCIPLES

Technology Vision

Technology is viewed as one means of providing equal access to information to each person in the community in an age when information is power.

When patrons come to our library to use our computers, research resources, and computer programs, they will do so without technical difficulty. Technical difficulties that do occur will be resolved immediately with expertise and a smile. We want patrons to realize that we have state of the art equipment and are committed to resolving technical difficulties immediately so that they leave the library satisfied with our technology.

Guiding Principles

The following guiding principles have been developed in carrying out the technology vision:

1. We will treat all computer users with equal respect and consideration.
2. We will consider every Internet activity valid, so long as activities are in accordance with our Internet policy.
3. We will provide fast, efficient ~~machines~~ **computers** that allow patrons to achieve their technology goals at point of service.
4. We will provide software and electronic research resources on a variety of subjects.
5. We respect and protect the privacy of our patrons to the fullest extent permissible by law.
6. We are committed to providing excellent customer service in the area of technology.
7. We will use contractual services for planning and implementation when appropriate.
8. We will adhere to State Automation Standards for Public Libraries in all technology expenditures.
9. We will share expertise and costs with local or regional networks and with schools and other information sources whenever practical and beneficial to library patrons.
10. We will only implement those technologies that are compatible with each other.
11. We will obtain, in electronic format, only those materials which are more conveniently accessed, patron preferred, and/or more cost-effective in that format.
12. We will strive for simplicity and user-friendliness when selecting and configuring equipment, software, and system operations.
13. We will make certain that all activities undertaken in the interests of technological

advancement will be relevant to the Library's mission statement and long range plan.

14. We will continually monitor and evaluate all programs, services, and activities to ensure that all are relevant and cost-effective.

IV. THE INFORMATION TECHNOLOGY PLAN

The Information Technology Plan consists of seven goals:

1. Enhance information resources and information delivery methods
2. Purchase and/or upgrade the hardware and software required to support the Library's technology programs in a fast and efficient manner
3. Provide adequate staff to carry out the Information Technology Plan
4. Provide for technology disaster recovery
5. Enable independent patron use of electronic resources
6. Determine library needs that are better met collaboratively
7. Develop and maintain a funding strategy to fund the Information Technology Plan

Each of the goals of the Information Technology Plan has a number of strategies and actions associated with it as follows:

Goal 1: Enhance information resources and information delivery methods

Strategy 1: Improve accessibility of electronic resources through the library.

Action (1): Evaluate multi-use PCs to determine if they are meeting patron needs. Make changes when necessary.

Action (2): Endeavor to provide remote access to all online databases via the JCPL homepage.

Action (3): Continue to provide access through the Library's web site to such local history resources as the General Robert Milroy document collection, obituary databases, and oral histories.

Action (4): ~~Continue to offer public access to searchable local information databases, such as obituaries and a newspaper index.~~ Create actions for continued access to local history information as driven by the JCPL Long Range Plan 2010-2014.

Action (5): Continue to upgrade the JCPL Homepage design, keeping in mind remote

users access capabilities.

Strategy 2: Select electronic resources to meet the information needs of staff and patrons.

Action (1): Reference Database Committee will meet regularly to evaluate research resources. User statistics, library budget, and staff/patron needs will determine which resources will be purchased or renewed and how many licenses will be acquired.

Action (2): Homepage Committee will meet annually to select and evaluate useful websites to which the library will link via the Library Homepage.

Action (3): Evaluate monitoring/metering software purchased to track usage of software.

Action (4): Evaluate PC/Print management software. Make changes where necessary as budget will allow.

Action (5): Cooperate with community organizations and schools to include, on the library's web page, links to other sources of local information.

Strategy 3: Implement the most efficient methods for acquiring and/or delivering print, nonprint, and electronic media.

Action (1): Evaluate present acquisition methods to get information to end users (ILL, etc...).

Action (2): New Technology Committee will keep abreast of new delivery methods, reporting annually to the Management Team and recommending new delivery methods that should be implemented.

Action (3): Continue to monitor the need for distance technology at JCPL, such as two-way video conferencing.

Action (4): Evaluate and maintain wireless Internet accessibility within our libraries.

Action (5): Continue to investigate providing mobile device access to our library website and online catalog.

Action (6): ~~Evaluate the need for assistive technology annually.~~ Assistive Technology Evaluation Committee will keep abreast of assistive technology needs, reporting annually to the Management Team and recommending assistive technology that should be implemented.

Action (7): Investigate the need for RFID technology.

Strategy 4: Evaluate software made available for in-house use.

Action (1): Continue to make necessary Internet plug-ins available for patrons and staff when possible.

Action (2): Continue to annually evaluate present application software on patron PCs, and consider whether changes need to be made and/or additional software should be added. (Office, browser, IM, chat, etc...)

Action (3): Collaborate with local agencies to determine software needs in our community (i.e. GED software) and provide access as budget and technology will allow.

Strategy 5: Evaluate current and investigate new methods for delivering library news and information to patrons.

Action (1): Continue to stay apprised of patron need for RSS notification for new books, holds, library news, etc...

Action (2): Evaluate current and investigate new technologies for delivering information to patrons (RSS feeds, chat, Instant Messenger reference).

~~Action (3): Evaluate RSS notifications associated with program announcements. Make changes as necessary and budget will allow.~~

Strategy 6: Monitor need for providing access to patron-provided software.

~~Action (1): Investigate need for and feasibility of allowing patron-provided software on~~

designated computers.

~~Action (2): If need exists, investigate whether these computers should be Internet accessible, determining ramifications of Internet accessibility.~~

~~Action (3): If need exists, investigate software/hardware that would easily return these computers to original configuration after temporary installation of patron provided software.~~

Goal 2: Purchase and/or upgrade the hardware and software required to support the Library's technology programs in a fast and efficient manner

Strategy 1: Evaluate the automated system.

Action (1): Evaluate need to upgrade concurrent staff users of automated system.

Action (2): Evaluate the need for hardware/software upgrades to the system.

Action (3): Evaluate the need for the addition of new TLC modules.

Action (4): Consider cataloging through OCLC if this becomes financially feasible.

Action (5): Implement a cost-effective self-checkout solution. Evaluate self-checkout software and the need for additional stations.

Action (6): Provide for ongoing support of automated system software and hardware.

Strategy 2: Set standards for the Library's other electronic equipment needs.

Action (1): Annually adopt minimum PC specifications for new PC purchases.

Action (2): Investigate best, most cost-effective sources of computer equipment and of technology consultants and computer repair personnel.

Action (3): Annually evaluate minimum standards for future cabling.

Action (4): Evaluate adequacy of data line speed and set standards for speed.

Strategy 3: Purchase additional or replacement PCs and peripherals for staff and public use to support the Library's Information Technology Plan.

Action (1): All existing PCs and peripherals, including barcode scanners, printers, inventory scanning equipment, will be evaluated and upgraded when necessary as budget will allow.

Action (2): Provide additional PC's and data connections for staff members and patrons as budget will allow.

Action (3): Purchase hardware maintenance contracts for new PCs.

Strategy 4: Evaluate system hardware and software used to support the Library's Information Technology Plan.

Action (1): Evaluate network hardware and software needs for improved performance and upgrade/purchase new hardware and software when needed. Include LAN equipment (switches, servers, UPSs), WAN equipment (routers), wireless access equipment, and filtering software.

Action (2): Provide adequate network security.

Action (3): Annually evaluate application software needs for staff PCs and upgrade/purchase new applications when needed.

Action (4): Evaluate patron PC security methods.

Action (5): Investigate the need for debit/credit card functionality.

Action (6): ~~Investigate~~ Maintain awareness of new software and hardware that support improved library functionality (~~spam block, etc...~~).

Action (7): Evaluate portable computer lab and make changes when needed as budget will allow.

Action (8): Provide for ongoing support of software and hardware, where appropriate.

Action (9): Stay apprised of FRPC email archiving requirements and implement email archiving if required.

Strategy 5: Evaluate effectiveness of the library's electrical capacity to utilize all technology services and equipment effectively.

Action (1): Evaluation and modification of electrical capacity will be completed on an

as-needed basis as technological changes are made.

Goal 3: Provide adequate staff to carry out the Information Technology Plan

Strategy 1: Maintain qualified staff for the management and operation of information technology.

Action (1): Review technology staffing needs by May each year and make adjustments as budget will allow.

Action (2): One staff member at each library will be designated as local computer troubleshooter to assist with basic local network/computer operations and troubleshooting.

Goal 4: Provide for technology disaster recovery

Strategy 1: Develop disaster recovery plan.

Action (1): A staff committee will develop a recovery plan for various technology disaster situations.

Action (2): Disaster recovery plan will be reviewed and updated as needed.

Strategy 2: Determine and procure tools necessary for implementing disaster recovery plan.

Action (1): Purchase hardware and/or software found necessary for implementing the disaster recovery plan.

Strategy 3: Maintain regular server backup procedures.

Action (1): All servers will be backed up nightly to backup tapes which are taken off-site weekly, tested regularly, and replaced regularly with new tapes.

Action (2): Strive to include other backup methods (such as RAID) on each server as budget allows.

Strategy 4: Archive critical electronic files in the bank safety deposit box.

Action (1): At least once annually, the Library Director will archive electronic files which would be the most pertinent in the event of a disaster that would render electronic files temporarily unavailable due to loss of server.

Goal 5: Enable independent patron use of electronic resources
--

Strategy 1: Provide patron education, offering the opportunity to learn how to use our electronic resources.

Action (1): Provide point-of use, one-on-one and group training as needed for any electronic resource.

Action (2): Libraries will contact local schools and/or other community groups and offer orientation and training sessions in electronic resources off-site.

Action (3): Quarterly, programming coordinators will determine computer training classes which will be offered by staff or others based on patron need.

Strategy 2: Ensure PCs are well-oriented and functional for patron use.

Action (1): The Library will evaluate OPAC, library website, and computer desktop screens to determine what is confusing or annoying. Every effort will be made to implement necessary changes. Vendors will be asked to rewrite screens, if necessary.

Action (2): Evaluate technology-related library signs and make changes as needed.

Action (3): Evaluate desktop icons to ensure clarity and make changes as needed.

Action (4): Continue to monitor federated searching options for our OPAC, online databases, etc... and implement as budget and technology allow.

Action (5): Continue to resolve technical difficulties associated with software at point of use to ensure that patrons leave our library satisfied with our software.

Goal 6: Determine library needs that are better met collaboratively
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Strategy 1: Pursue cooperative procurement of resources and collaborate with area libraries and other agencies on resource sharing.

Action (1): Determine what products and services might be jointly procured.

Action (2): Determine what resources the Library already has which can be shared.

Action (3): ~~Determine which~~ Acquire needed remote online services offer significant discounts to consortia and acquire those most needed by library community through a consortia when discounts are offered and as budget will allow.

Action (4): Participate in state-wide union catalog as budget and technology allow.

Action (5): Continue to explore resource sharing with local government and education entities so that community information needs in the area are efficiently met and not duplicated.

~~Action (6): Cooperate with community organizations and schools to include, on the library's web page, links to other sources of local information.~~

Goal 7: Develop and maintain a funding strategy to fund the Information Technology Plan
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Strategy 1: Annually determine how much is needed to fund the Information Technology Plan.

Action (1): Establish a schedule of disbursement for each of the three years and adjust annually as needed.

Strategy 2: Determine sources of funding.

Action (1): Determine which areas of the plan may be funded by the operating budget, the Capital Projects budget, and outside sources.

Action (2): Identify sources and make recommendations for acquiring funds.

Strategy 3: Prepare and submit grant applications to appropriate outside funding sources.

Action (1): Prepare and submit grant applications as opportunities are recognized.

V. Professional Development

Strategy 1: Ensure that staff understand how to use new and existing technologies to improve library services.

Action (21): Technology-related professional development will be required for all public services staff with the exception of pages and clerks; this may include in-house screencasts.

Action (42): ~~Management Team~~ Supervisors will annually consider staff proficiency with technology ~~technology needs~~ and coordinate training for technology-related professional development. ~~Action (3):~~ The specific resources we will implement to ensure that staff is ready to use and maintain technologies include, but are not limited to, Indiana State Library training workshops, Indiana Cooperative Library Services Authority (INCOLSA) training workshops, in-house training workshops, professional journals, e-mail listservs, counterparts meetings, and NICCLplus computer consortium participation.

Action (43): ~~Training committee will meet annually to consider In-house training opportunities will be established for~~ technology-related professional development as needed. ~~needs and establish in-house training opportunities as resources allow.~~

Action (54): ~~At least one staff member at each branch will have~~ The local computer troubleshooter at each library will receive annual training in the basic knowledge of local network/computer operations and troubleshooting. The Systems Administrator will be responsible for the training, but s/he will be authorized to utilize outside trainers when needed as budget will allow.

Action (6): ~~Systems Administrator, Systems Administrator Assistant, Technical Services staff and branch technical support staff will attend at least one training session annually to aid in supporting the network and automated system.~~

Action (75): ~~Systems Administrator will continue to train Technical Services staff~~ Relevant staff will receive in-house training in automated system and network operation so that there is always someone available to ~~respond to~~ address problems.

Action (86): Relevant staff ~~should~~ will attend user group meetings and/or any other desired training offered by the automated system vendor as budget will allow. ~~and other~~

service providers.

Action (9): Management staff will continue to monitor proficiency and provide additional training as needed.

Action (97): Technology procedures, which are made available to staff in via the Library Procedure Manual and the Intranet, This manual is will be reviewed and updated regularly. annually.

Action (108): Updated self-service documents on the Aargh! HelpDesk, to assist staff with Identify common technical issues, will be maintained. patron-computer-related problems, and create a “tips and tricks” self-help manual for staff.

Action (119): The library’s professional meetings budget will include funds for Technology-related professional development will be funded in the library’s professional meetings budget.

VI. NEEDS ASSESSMENT

Needs Assessment Tools

1. Biennial user/non-user survey.
2. Technology needs discussed each month at Management Meeting.
3. Informal patron interviews.
4. Analysis of statistics.
5. Suggestion box for patrons.
6. Attend professional meetings.
7. Read other library newsletters.
8. Join library listservs and review posts.

Present Technology at JCPL

Telephone Service: The Rensselaer and Wheatfield libraries are in the same LATA, with local phone service provided by Embarq. Calls between the two libraries are not long distance. DeMotte is in a different LATA. Northwestern Indiana Telephone Company provides local service for DeMotte. Calls to Wheatfield are not long distance; calls to Rensselaer are.

Local Area Networks: Each library has a separate wired Local Area Network. The equipment that enables these connections are two HP ProCurve 2650 48-port switches (one-Rensselaer, one-DeMotte), one Dell PowerConnect 2216 16-port switch (Wheatfield), and two 3Com SuperStack II 3300 24-port switches (one-Rensselaer, one-Wheatfield).

Wide Area Network: All three LANs communicate via a WAN infrastructure, which consists of two dedicated T-1 tail data lines provided by ENA. The equipment that enables this connection are two Cisco 2801 routers – one located at DeMotte and the other at Wheatfield. Monthly telecommunication costs for these T-1 tails are \$1150.

The WAN is connected to the Internet via two dedicated T-1 Internet lines provided by ENA. The equipment that enables this connection is two Adtran H2TUR units, one Cisco 2801 router, and one Cisco PIX 506e firewall (all located at Rensselaer). Monthly telecommunications costs for these dedicated Internet lines are \$1400.

Wireless LAN: Rensselaer has a wireless LAN set up using one 8-port LinkSys Cable/DSL Router, one 8-port Proxim power injector, and four HP ProCurve 420 Wireless Access Points. Only access to the Internet (not our internal network) is available via the wireless LAN. An HP LaserJet 2015dn printer with an external HP JetDirect ew2400 wireless printer server is available for wireless printing.

DeMotte has a wireless LAN set up using one LinkSys EtherFast 8-port workgroup switch, three one-port Proxim power injectors, and three HP ProCurve 420 Wireless Access Points. Only access to the Internet (not our internal network) is available via the wireless LAN. An HP LaserJet 2015dn printer with an external HP JetDirect ew2400 wireless printer server is available for wireless printing.

Wheatfield has a wireless LAN set up using one HP ProCurve 3400cl 24-port switch, two Dell PowerConnect 2216 16-port switches, two one-port Proxim power injectors, and two HP ProCurve 420 Wireless Access Points. Only access to the Internet (not our internal network) is

available via the wireless LAN. An HP LaserJet 1320n printer with internal network adapter is available for wireless printing.

Automated library system: The Library operates on a TLC Library.Solution automated system. Our data and web servers reside at TLC Headquarters in Inwood, WV in their secure data center. TLC maintains redundant, alternate data centers in their Denver, CO and Minneapolis, MN as well. JCPL staff connects to our TLC servers via Microsoft Remote Desktop software to run cataloging, circulation, and serials software. Nightly backups are performed by TLC at their location.

The modules which have been implemented are cataloging, circulation, the OPAC, patron authentication, and Serials. Patrons may register a PIN and access their own accounts, either from the library or from home or office, through the OPAC to reserve materials and to determine what they have charged out, what they have on reserve, and what fines or fees may be outstanding.

Using patron authentication, our patrons can access our online databases from inside all library buildings. Many may be accessed from their home or office by inputting their library card identification number and PIN.

JCPL has 28 circulation/cataloging/serial user licenses and unlimited Online Public Access Catalog (Z39.50-compliant) and acquisitions licenses. PCs connected to the Library.Solution circulation module through Ethernet lines include eight at Wheatfield, eleven at Rensselaer (three of which also have access to cataloging module), and nine at DeMotte. There are three dedicated OPACs at Rensselaer, two dedicated OPACs at Wheatfield, and four dedicated OPACs at DeMotte.

Technical Services utilizes an HP LaserJet 1200 system printer to print special reports and spine labels. A Percon PT2000 inventory scanner is also available to perform library system materials inventory functions.

The Library.Solution system falls under the supervision of a Systems Administrator and Technical Services Librarian.

Self-Check Kiosks: One self-check kiosk is available at each library which patrons can use to check out their own materials. Each kiosk is a Dell Optiplex 755 Core 2 Duo 2.33 GHz PC with 2GB memory, 160GB SATA hard drive, Gigabit network card, and Windows XP Pro operating

system. DeMotte and Rensselaer each have an Elo Entuitive 3000 series Intellitouch 1739L monitor, and Wheatfield has an Elo Entuitive 3000 series Intellitouch 1729L monitor. CircIt software, combined with a SIPII module (software that allows communication between our TLC database and the CircIt software), are the applications which provides self-check functions.

Microsoft Network: Six servers comprise our Microsoft Network, with each performing specific functions. Windows 2003 R2 Standard Edition is installed on each server; we have a 100-client license.

1. **The Primary Domain Controller** (at Rensselaer) is an HP ProLiant ML310 G4 Dual Core Xeon 3050 2.13 GHz with 2G memory, four 80GB SCSI hot swap hard drives, HP RAID controller, CD-ROM drive, Gigabit network card, HP StorageWorks Ultrium 460 tape drive, HP Storage Controller, and HP Integrated Lights Out card for remote administration. This server has multiple functions: It allows all Rensselaer networked PCs access to the CD-ROM/online databases, serves as a file server for Rensselaer staff files and shared files among all three libraries, performs DHCP functions for Rensselaer PCs, acts as an internal primary DNS server for Rensselaer PCs and secondary DNS server for Wheatfield and DeMotte PCs, and backs up data for all servers. ARCServe backup software is installed to provide the backup function.
2. **The Backup Domain Controller** (at Rensselaer) is an HP ProLiant ML110 G4 Dual Core Xeon 3040 1.86Ghz with 1.5GB memory, two 160GB SATA hard drives, CD-ROM drive, Gigabit network card, and HP Lights-Out 100c card for remote administration. This server contains a backup copy of ALL login account and security policy information. It also serves as a secondary DNS server for Rensselaer. This server is backed up to the Primary Domain Controller server each evening, and then backed up to tape each day.
3. **The Exchange Mail Server** (at Rensselaer) is an HP ProLiant ML310 G4 Dual Core Xeon 3050 2.13GHz with 4GB memory, four 72GB SCSI hot swap hard drives, HP RAID controller, CD-ROM drive, Gigabit network card, and HP Integrated Lights Out card for remote administration. Microsoft Exchange Server 2007 software is installed to provide email and calendaring functions. In addition, ARCServe backup agent for Exchange is installed to allow for data backup to the Primary Domain Controller server. We have a 70-email client license for this server.
4. **The Mail Security Server** (at Rensselaer) is an HP ProLiant ML110 G4 Dual Core Xeon 3040 1.86GHz with 1.5GB memory, two 160GB SATA hard drives, CD-ROM drive, two Gigabit network cards, and HP Lights Out 100c card for remote administration. Forefront Security Exchange Server software is installed to provide email spam/virus/phishing filter functions.

5. **The DeMotte Server** is an HP ProLiant ML110 G4 Dual Core Xeon 3040 1.86GHz with 2GB memory, two 160 GB SATA hard drives, CD-ROM drive, Gigabit network card, and HP Lights Out 100c card for remote administration. This server has multiple functions: It allows all DeMotte networked PCs access to the CD-ROM/online databases, serves as a file server for DeMotte staff files, performs DHCP functions for DeMotte PCs, and acts as an internal primary DNS server for DeMotte PCs. This server is backed up to the Primary Domain Controller server over the WAN each evening, and then backed up to tape each day.
6. **The Wheatfield Server** is an HP ProLiant ML110 G4 Dual Core Xeon 3040 1.86GHz with 2GB memory, two 160 GB SATA hard drives, CD-ROM drive, Gigabit network card, and HP Lights Out 100c card for remote administration. This server has multiple functions: It allows all Wheatfield networked PCs access to the CD-ROM/online databases, serves as a file server for Wheatfield staff files, performs DHCP functions for Wheatfield PCs, and acts as an internal primary DNS server for Wheatfield PCs. This server is backed up to the Primary Domain Controller server over the WAN each evening, and then backed up to tape each day.

Additional Servers: All JCPL servers and PCs are connected through the same Ethernet network LANs and WAN that Library.Solution is connected to. All servers located at Rensselaer use a 16-port Starview KVM switch to share one monitor and keyboard. Each library has Uninterruptible Power Source units for servers network equipment. DeMotte has an APC Smart-UPS 700, Wheatfield has an APC Smart-UPS 700 and an APC Smart-UPS 750, and Rensselaer has an APC Smart-UPS 1400 and and APC Smart-UPS 2200.

1. **The Softrack/Intranet Server** (at Rensselaer) is an HP ProLiant ML150 Xeon 3GHz with 1GB memory, one 80GB hot-swap Serial ATA hard drive, CD-ROM drive, Gigabit network adapter, and Windows Server 2003 (1-user) software. This server collects patron software usage statistics using SofTrack software. It also serves as our staff Intranet server using Plone content management software and Zope web application software. The Intranet offers staff easy, searchable access to electronic copies of our procedures, policies, staff handbook, forms, and other useful JCPL information. ARCServe backup agent is installed to allow for backup to the Primary Domain Controller server.
2. **The Homepage/Digitization Server** (at Rensselaer) is an HP ProLiant ML350 Xeon 3.2GHz with 2GB memory, three 72.8 GB hot-swap SCSI hard drives, CD-ROM drive, Gigabit network adapter, HP StorageWorks Ultrium 215 tape drive, RILOE card for remote administration, Windows Server 2003 (5-user) software, and Microsoft Internet Information Server (IIS) 6 software. Contentdm digitization software is installed to allow

patron access to our local collection of General Robert Milroy artifacts. ARCServe backup agent is installed to allow for backup to the Primary Domain Controller server.

3. **The Help Desk Server** (at Rensselaer) is a Dell Optiplex Gx150 SFF Pentium 4 with 512M memory, one 20GB hard drive, CD-ROM drive, 100MB network adapter, Windows 2000 Pro software and Microsoft IIS 5 software. SysAid Help Desk software is installed to allow library staff to request technical assistance from the Systems Administrator and Systems Administrator Assistant. This server is backed up to the Primary Domain Controller server and then to tape each day.
4. **The Rensselaer Wireless Server** is a Dell Optiplex Gx150 SFF Pentium III with 128M memory, one 20GB hard drive, CD-ROM drive, 100MB network adapter, Windows 2000 Pro, and Microsoft IIS 5. DNSRedirector software is installed to display our Internet Policy for patrons to view and accept before proceeding to use our wireless network.
5. **The Wheatfield Wireless Server** is a Dell Optiplex GX260T Pentium 4 with 256M memory, one 40GB hard drive, CD-ROM drive, 100MB network adapter, Windows 2000 Pro, and Microsoft IIS 5. DNSRedirector software is installed to display our Internet Policy for patrons to view and accept before proceeding to use our wireless network.
6. **The DeMotte Wireless Server** is a Dell Optiplex Gx150 SFF Pentium III with 128M memory, one 20GB hard drive, one CD-ROM drive, 100MB network adapter, Windows 2000 Pro, and Microsoft IIS 5. DNSRedirector software is installed to display our Internet Policy for patrons to view and accept before proceeding to use our wireless network.

Wireless Laptop Lab: A portable wireless laptop lab is available for in-house use by staff and patrons. It consists of ten Dell Latitude D610 laptops, one HP ProCurve 420 Wireless Access Point, one HP ProCurve 408 switch, one HP Deskjet 460wf color printer, 10 Valence N-Charge external batteries, and one Epson PowerLite 61C LCD projector.

Networked Printers/Copiers/Scanners: Each library has a Hewlett Packard LaserJet printer available for patron and staff use. Rensselaer has an HP LaserJet 4200n with an internal network adapter to connect to the network. DeMotte and Wheatfield both have an HP LaserJet 4250n with an internal network adapter to connect to the network. In addition, DeMotte has a duplex unit attached to allow for 2-sided printouts. Rensselaer has an HP LaserJet 2015n with an internal network adapter to connect to the network. This printer is used by staff and by patrons using the genealogy PC.

For staff-only printing, Rensselaer has a color OkiData C5300n laser printer which includes an internal network card and an HP Scanjet 8200 scanner with copier capabilities. DeMotte has a

color Konica MagiColor 2430DL printer with internal network adapter. Wheatfield has a Konica MagiColor 2480MF printer which includes external network adapter, scanner, copier and fax functions.

Additional Printers: Rensselaer has five personal printers located next to staff workstations which are not networked, but used by individual staff. DeMotte has two, and Wheatfield has one.

Internet Filtering Software: The library system uses WebBalanced software to qualify for federally funded grants.

PC/Print Management Software: The library system uses CMS PCCop time management software as a centralized system for the allocation and enforcement of time and use limits on public access computers. The ability to automate this process drastically reduces the need for staff involvement or even staff intervention. Each library has the administration kiosk installed on one PC at the circulation desk. In addition, one PC at each library serves as a self-service kiosk for patrons. This software also offers Diginet print management features that help reduce wasted paper and toner.

CD-ROM/Online Databases: The Library has acquired a number of electronic publications online and on CD-ROM. All of these are accessible from our LAN and most are accessible via Internet access.

Computers: Rensselaer has one Pentium D, four Core 2 Duo, three Pentium M, and 39 Pentium 4 PCs. DeMotte has one Pentium D, one Core 2 Duo, and 27 Pentium 4 PCs. Wheatfield has one Pentium D, one Core 2 Duo, and 21 Pentium 4 PCs. All of these PCs are connected to our WAN and can access the Internet and databases; however, some are dedicated for specific purposes. In addition to the dedicated OPAC PCs listed above under “Automated library system”, JCPL has the following patron PCs:

Dedicated Word Processing PCs: Patrons may use these PCs for their word processing and spreadsheet needs; Rensselaer has two and DeMotte has one.

Dedicated Genealogy PCs: Both Rensselaer and DeMotte have a PC that patrons can use to access CD-ROM/online databases and Internet sites related to genealogy.

Dedicated Children’s PCs: Each library provides a PC loaded with Microsoft Office, educational, reference, and entertainment software for patron use.

Dedicated Game PCs: Rensselaer has one PC dedicated to CD-ROM games for children.

Multi-use PCs: Multi-use PCs offer Microsoft Office, Internet, and access to our CD-

ROM/online databases; Rensselaer has ten, DeMotte has eight, and Wheatfield has nine.

LCD Projectors: Each library has an LCD projector for staff and patron in-house use. Rensselaer has an Epson PowerLite 83c, DeMotte has an Epson PowerLite 82c, and Wheatfield has an Epson PowerLite 82c. In addition, a Panasonic PTL-5950 LCD projector is available for patron check-out. The projectors are used to project the image of a laptop, desktop PC, VCR, LaserDisc player, and/or DVD player to a screen, white board, or wall.

Digital Cameras: Digital cameras are used by staff to take digital pictures and/or short movie clips that can be transferred to a PC for use in documents, on the JCPL homepage, to send in E-mail messages, to archive information, etc...Rensselaer has a Kodak C330 EasyShare, DeMotte has a Sony Mavica FD100 and a Kodak M753, and Wheatfield has a Canon PowerShot A75.

Camcorder: A Sony Handycam DCR-HC48 camcorder is used in-house by staff for disaster recovery documentation, to create promotional videos for library events, and for library programs.

VII. BUDGET

7/1/08 thru 6/30/09

Capital Projects Fund

3.26	Network expenses (communications costs)	\$ 6,675
	Self-check Software (SIP and client)	\$ 6000
	Data drops (3)	\$ 675
4.4	Equipment	\$38,045
	Hard Drives for DigiSvr (3?)	\$ 1200
	Monitor Mount Arm (2)	\$ 260
	Receipt Printers (3)	\$ 570
	Touch Screens (3)	\$ 1565
	Barcode Scanners (3)	\$ 720
	Replacement PCs (20)	\$25500
	Wireless Network Printer (1)	\$ 450
	Replace Personal Printers (3)	\$ 380
	Replace Switches (2)	\$ 1450
	Replace Multi-fun. laser printers (2)	\$ 2000
	Color printer for patrons (3)	\$ 1500
	Wide-screen monitors (2)	\$ 450
	Other Equipment	\$ 2000
4.53	Online databases & system software	\$ 2,280
	MS Office Update	\$ 1380
	Misc. system software	\$ 900

Total Budget: \$47,000

7/1/08 thru 6/30/09

Operating Fund

1	Personal Services (Systems Administrator and assistant)	\$62,000
3.23	Added Travel Expenses for technology training	\$ 2,160
3.24	Professional meetings (technology training)	\$ 3,850
	Self-check SIP II Module training	\$ 2400
	Other	\$ 1450
3.26	Network expenses (communications costs)	\$22,800
	Data Lines	\$22800
3.62	Equipment repairs/maintenance (Consulting needs)	\$ 8,750
	Consultant hours	\$ 8000
	Misc. repairs, upgrades	\$ 750
3.98	Contracts	\$40,275
	TLC Maintenance	\$32370
	Firewall maintenance	\$ 375
	Cornerstone support	\$ 190
	Web Filtering subscription	\$ 1440
	Public Web Browser support	\$ 100
	SofTrack software support	\$ 800
	PC/Print Mgmt support	\$ 1250
	Contentdm support	\$ 2405
	Ghost support	\$ 120
	Phone Tree software	\$ 160
	ARCServe support	\$ 870
	EngagedPatrons.org Events	\$ 195
4.4	Equipment	\$ 0
4.53	Online databases & system software	\$26,000
	Online Databases	\$24000
	Misc. system software	\$ 2000

Total Budget: \$165,835

7/1/09 thru 6/30/10

Capital Projects Fund

3.14	Other Professional Services		\$ 2,000
	Consulting services (CMS install)	\$2000	
3.26	Network expenses (communications costs)		\$ 0
	Misc Expenses	\$ 15400	
4.4	Equipment		\$43,000
	Replacement PCs (20)	\$27000	
	New PC in Wht Workroom	\$ 1300	
	Replace Personal Printers (1)	\$ 130	
	Replace Firewalls (31)	\$ 30001000	
	Replace Lab Laptops (10)	\$1300010000	
	Patron Color Printers (3)	\$ 2700	
	Replace Lab printer	\$ 450	
	Replace Lab switch	\$ 80	
	Replace Lab WAP	\$ 300	
	Other Equipment	\$ 1000	
4.53	Online databases & system software		\$ 2,000
	Content management system	\$ 1500	
	Misc. system software	\$ 500	

Total Budget: \$47,000

7/1/09 thru 6/30/10

Operating Fund

1	Personal Services (Systems Administrator and assistant)	\$63,550	67,380
3.23	Added Travel Expenses for technology training	\$ 2,270	
3.24	Professional meetings (technology training)	\$ 1,800	
	Fed. Searching software training	\$ 1500	
	Other	\$ 1520	1800
3.26	Network expenses (communications costs)		\$31,200
	Data Lines	\$23000	31200
3.62	Equipment repairs/maintenance (Consulting needs)		\$ 8,790
	Consultant hours	\$ 8000	
	Misc. repairs, upgrades	\$ 790	
3.99	Contracts		\$40,835
	TLC Maintenance	\$35040	30900
	Firewall maintenance	\$ 400	
	Cornerstone support	\$ 200	150
	Web Filtering subscription	\$ 1440	1720
	Public Web Browser support	\$ 100	125
	SofTrack software support	\$ 850	700
	PC/Print Mgmt support	\$ 1300	
	Contentdm support	\$ 2450	1200
	Ghost support	\$ 125	
	ARCServe support	\$ 890	500
	PhoneTree support	\$ 160	
	EngagedPatrons.org Events	\$ 195	
	eTrust support	\$ 1215	
	Microfilm Machine maintenance	\$ 1870	
	Forefront Security support	\$ 800	
4.5	Equipment		\$ 0
4.53	Online databases & system software		\$26,000
	Online Databases	\$24000	
	Aquabrowser	\$17600	
	Federated Searching software	\$ 9000	
	Misc. system software	\$ 2000	

Total Budget: \$196,380 178,275

7/1/10 thru 6/30/11

Capital Projects Fund

3.24	Professional meetings (technology training)	\$ 9,000
	Automated System Training	\$ 9000
3.26	Network expenses (communications costs)	\$ 2,375
	New Automated System software	\$85000
	Symantec Backup Exec (1+ 4 agents)	\$ 855
	Windows Operating System for Web	\$ 375
	Misc Expenses	\$ 2000
3.62	Equipment repairs/maintenance (Consulting needs)	\$ 6000
	Automated System Installation	\$ 6000
4.4	Equipment	\$45,820
	Replace Wireless Network Printer	\$ 450
	Replace WAPs at all branches libraries (9)	\$ 2700
	Automated System Data Server	\$14000
	Automated System Web Server	\$ 3000
	Circulation Printers (9)	\$ 27001700
	Circulation Scanners (9)	\$ 27001450
	Replace Desktop Pub. Software	\$ 450
	Replacement PCs (20)	\$28000
	Replace Personal Printer (1)	\$ 220
	Replace Tech Svc Printer	\$ 350
	Replace Multi-Function Printer	\$ 700900
	Replace Staff Color Printer	\$ 500900
	Replace Circ Printers (2)	\$ 2000
	Replace Web Server	\$ 5000
	Backup Tapes (for 3 drives)	\$ 1200150
	Other Equipment	\$ 2000
4.53	Online databases & system software	\$ 950
	Replace Desktop Pub. Software	\$ 450
	Misc. system software	\$ 500

Total Budget: \$169,35049,145

7/1/10 thru 6/30/11

Operating Fund

1	Personal Services (Systems Administrator + assistant)	\$65,140	69,400
3.23	Added Travel Expenses for technology training	\$ 2,385	
3.24	Professional meetings (technology training)	\$ 3,100	
	Fed. Searching software training	\$ 1500	
	Other	\$ 1600	
3.26	Network expenses (communications costs)	\$31,200	
	Data Lines	\$13440	31200
3.62	Equipment repairs/maintenance (Consulting needs)	\$ 8,830	
	Consultant hours	\$ 8000	
	Misc. repairs, upgrades	\$ 830	
3.98	Contracts	\$42,830	
	TLC maintenance	\$32445	
	Firewall maintenance	\$ 425	200
	Cornerstone support	\$ 210	150
	Web Protection/Filtering subscription	\$ 1325	1720
	Email Protection subscription	\$ 970	
	Astaro Hardware/Software maint	\$ 800	
	Public Web Browser support	\$ 100	125
	SofTrack software support	\$ 900	750
	PC/Print Mgmt support	\$ 1350	
	Contentdm support	\$ 1400	1250
	Ghost support	\$ 130	
	Symantec Antivirus support	\$ 520	
	Symantec Backup support	\$ 820	
	PhoneTree support	\$ 160	
	ARCServe support	\$ 550	
	EngagedPatrons.org Events support	\$ 195	
	eTrust support	\$ 1215	
	Microfilm Machine maintenance	\$ 1870	
	Forefront Security support	\$ 850	
4.4	Equipment	\$	0
4.53	Online databases & system software	\$52,600	
	Online Databases	\$24000	
	Aquabrowser	\$17600	
	Federated Searching software	\$ 9000	
	Misc. system software	\$ 2000	

Total Budget: \$126,505

VIII. TECHNOLOGY PLAN EVALUATION

Strategy 1: Quarterly apprise the Library Board of Technology Plan progress.
Annually at the March Management Meeting, the Systems Administrator and Library Director, with input from the Management Team, will review past year's progress and determine if changes are needed.

Action (1): ~~Annually at the April Board Meeting, The Library Director will submit to the Board a quarterly progress report. covering the preceding year.~~

Action (2): ~~If revisions are necessary, the revised Technology Plan will be presented by the Library Director to the Board at the April Board Meeting for their approval.~~

Action 3): ~~Annually in May, the Indiana State Library will be apprised of the progress report and any changes made to the technology plan.~~

Strategy 2: Annually, the Technology Plan will be evaluated and revised. By June 15, Board will approve revised plan.

Action (1): Annually at the March ~~February~~ Management Meeting, the Systems Administrator and Library Director, with input from the Management Team, will review past year's progress and determine if changes are needed.

Action (2): If revisions are necessary, the revised Technology Plan will be presented by the Library Director to the Board at the April Board Meeting for their approval.

Action 3): Annually in May, the Indiana State Library will be apprised of the progress report and any changes made to the technology plan.

BILL HIGHLIGHTS

*_HEA 1001_** - Property Tax Reform and Relief*. In the 804 pages of HEA 1001, there are many amendments to existing language and numerous new sections that will, in some fashion, affect the future funding of Indiana's libraries. What follows is a summary of some provisions of most significance.

Circuit Breakers - It seemed clear from the beginning that the final bill would include caps on the amount of property taxes homeowners will be required to pay. This concept, called circuit breakers, has impact on the funding of virtually all local units of government, including libraries. In 2009 the circuit breakers are 1.5% for homesteads, 2.5% for other residential, assisted living facilities and ag land, and 3.5% for other real and personal property. In 2010 and beyond, the caps become more restrictive - 1% for homesteads, 2% for other residential, assisted living facilities and ag land, and 3% for other real and personal property. As we are all aware, the impact of circuit breakers varies depending on your county. Very shortly, thanks to the efforts of Wendy Phillips and her staff, the projected circuit breaker impact on each library will be posted and you will be able to determine the projected impact on your library in 2009 and 2010.

In addition, the legislature voted to put the circuit breakers at the 1%, 2%, 3% level into the Indiana constitution. However, before the constitutional amendment is finally adopted, it must pass the legislature again either in 2009 and 2010, and, must be approved by voters in the 2010 statewide election. Importantly, the process to make these caps permanent has begun.

Referenda/Petition and Remonstrance - The issue of whether all public building proposals would be subject to a referendum or whether we would continue with the present petition and remonstrance process was not decided until the very end of the negotiations on HEA 1001. And, the final language is somewhat of a compromise, but heavily weighted toward the referendum.

As we interpret the new law, a public library building or expansion project is a "controlled project", which is defined as a civil or non-academic project backed by property taxes. If the building project cost more than \$12 million, it would subject to a referendum if demanded by a minimum of 100 property owners or registered voters, or 5% of the registered voters within the political subdivision.

A "controlled project" that costs more than \$1 million or exceeds 1% of the unit's total assessed valuation would also be subject to a referendum, if demanded. If no referendum is demanded, the petition/remonstrance process would apply if the project met either of the above thresholds.

We realize that referenda are slow, burdensome, and costly. However, legislators concluded that we ought to let the affected taxpayers decide. And so, we are, in most cases, saddled with having to win a referendum.

Section 163 - Assessed value growth quotient - This section, which is now in effect, applies to taxing units with non-elected boards. It requires appropriate fiscal body review of a unit's proposed budget and proposed tax levy if the unit's proposed budget is more than the assessed value growth quotient minus one.

Section 164 - Fiscal body approval - Bonded indebtedness - This section, which will become effective on July 1, 2008, applies to taxing units with non-elected boards. This section would require appropriate fiscal body approval before the unit may issue bonds backed in whole or in part by property taxes.

Accountability was one of the property tax reform themes that resulted in the enactment of Sections 163 and 164. Gov. Daniels and the legislature strongly believed that elected officials, if not taxpayers themselves, should have the final determination on approving capital projects. Elected officials are at least accountable to taxpayers. We understand that these two newly enacted provisions are, in some cases, going to be detrimental to libraries. We were simply not successful in shifting the focus off of the accountability theme.

Section 176 - Library capital projects fund exception - This section will be effective January 1, 2009. Beginning then, the exception for the LCPF from the levy limits will not be in effect. Another theme of property tax reform was imposing "hard caps." Almost all exceptions, exemptions and appeals were repealed. The LCPF exception was simply caught in the sweep.

The effect of this section needs additional and more thoughtful analysis. Those of you with LCPF may want to consult with your attorney as you plan for 2009.

In Summary - This was, quite obviously, a bad session for ILF members. The property tax reform initiative just could not be curtailed or even meaningfully altered. We, along with other local units, will suffer some negative consequences, both intended and unintended. Hopefully in the 2009 session, with the November 4 elections behind us, more reason will prevail. In the meantime, we will continue to be challenged as the Commission on Local Government Reform report is discussed and debated. It is reasonable to assume that some of the recommendations will be seriously considered in the 2009 session. Given our very significant challenges, there is seemingly no time to relax. And so, we now begin to prepare for the 2009 session.

Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 14th DAY OF April, 2008.

NAY

AYE

Annita N. Schutt
John A. Hays
Susan C. Seabroff
Connie Marie Egan
John M. Miller
Marionne Sayler

ATTEST:

John M. Miller
Secretary of the Jasper County Public Library Board

JCPL FINANCIAL STATEMENT

F1

March 31, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$116,790.96	\$386,091.76	\$15,669.31	\$27,039.69	\$275,007.64
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$0.00	\$90.00	\$0.00	\$30.00	\$30.00
Gift Fund	\$7,476.70	\$321.65	\$1,407.28	\$2,240.00	\$2,719.43	\$8,788.85
DeMotte	\$2,752.56	\$0.00	\$868.91	\$133.00	\$133.00	\$2,016.65
Rensselaer	\$3,147.64	\$313.02	\$484.21	\$2,107.00	\$2,561.43	\$5,224.86
Wheatfield	\$1,576.50	\$8.63	\$54.16	\$0.00	\$25.00	\$1,547.34
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$54.90	\$767.35	\$180,807.97
Includes Investments of:	\$150,000.00					
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$158,477.50	\$0.00	\$0.00	\$105,595.00
Includes Investments of:	\$100,000.00					
Rainy Day Fund	\$127,794.00	\$27,033.06	\$27,033.06	\$0.00	\$108,132.68	\$208,893.62
Includes Investments of:	\$125,000.00					
State Technology Fund G	\$7,711.97	\$1,020.00	\$3,060.00	\$0.00	\$0.00	\$4,651.97
Capital Projects Fund	\$295,416.57	\$672.20	\$6,341.61	\$97.87	\$1,245.89	\$290,320.85
Includes Investments of:	\$250,000.00					
Host/Hospitality Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund	\$24,523.21	\$0.00	\$407.77	\$7.55	\$452.83	\$24,568.27
Includes Investments of:	\$0.00					
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,365.56	\$16,535.10	\$5,365.56	\$16,535.10	\$0.00
FICA Tax Collected	\$0.00	\$5,469.05	\$16,913.40	\$5,469.05	\$16,913.40	\$0.00
State Tax Collected	\$2,435.82	\$2,691.93	\$7,684.29	\$2,554.24	\$7,802.71	\$2,554.24
County Tax Collected	\$1,809.13	\$2,013.57	\$5,727.99	\$1,865.57	\$5,784.48	\$1,865.62
Deferred Comp.	\$0.00	\$2,420.00	\$7,260.00	\$2,420.00	\$7,260.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$2,030.04	\$7,602.56	\$2,030.04	\$7,602.56	\$0.00
Employee Life Insur.	\$1.00	\$135.80	\$417.40	\$135.80	\$416.40	\$0.00
Employee P.E.R.F.	\$5,882.32	\$0.00	\$5,882.32	\$1,993.58	\$6,153.53	\$6,153.53
Garnishments	\$0.00	\$0.00	\$126.80	\$0.00	\$126.80	\$0.00
Credit Union	\$0.00	\$2,680.09	\$8,271.88	\$2,680.09	\$8,271.88	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$168,643.91	\$659,330.72	\$42,583.56	\$217,254.73	\$1,109,447.56

Bank Balances***Jasper County Public Library******Report as of: 3/31/2008***

<i>Bank</i>		
1	Alliance Bank	\$418,995.80
2	Demotte State Bank	\$9,865.52
3	Alliance Bank-LIRF Acct	\$30,807.97
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$24,568.27
7	Rens. Banking Ctr CD#400040231	\$150,000.00
8	Rens. Banking Ctr CD#400040232	\$250,000.00
9	Rens. Banking Ctr CD#400040233	\$100,000.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$125,000.00
<i>Total all banks =</i>		<i>\$1,109,447.56</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 3/1/2008 To 3/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$65.21	(\$65.21)	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,243.20	\$12,668.07	\$39,017.93	24.5
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$65,801.85	\$204,132.37	\$652,991.63	23.8
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$3,475.96	\$11,892.19	\$45,751.81	20.6
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,469.05	\$16,913.40	\$53,774.60	23.9
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$0.00	\$417.87	\$5,167.13	7.5
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$0.00	\$14,636.09	\$49,111.91	23.0
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$6,893.77	\$19,118.22	\$70,617.78	21.3
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$85,883.83	\$279,843.42	\$916,367.58	23.4
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$0.00	\$212.53	\$737.47	22.4
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$78.29	\$1,211.77	\$8,788.23	12.1
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$373.96	\$1,562.98	\$3,187.02	32.9
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$239.55	\$1,004.76	\$4,303.24	18.9
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$105.43	\$238.42	\$511.58	31.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$21.13	\$178.87	10.6
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$186.95	\$296.95	\$3.05	99.0
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$399.08	\$1,115.24	\$11,945.36	8.5
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$1,383.26	\$5,663.78	\$30,354.82	15.7
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$0.00	\$6,891.00	\$0.00	\$3,514.00	\$3,377.00	51.0
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$74.56	\$566.30	\$1,733.70	24.6
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$949.79	\$3,050.21	23.7
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$2,322.10	\$3,802.48	\$14,597.52	20.7
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$1,165.92	\$2,078.27	\$7,943.73	20.7
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$137.57	\$204.63	\$1,795.37	10.2
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$390.00	\$1,170.00	\$29,430.00	3.8
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$75.30	\$75.30	\$824.70	8.4
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00	0.0
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$55.00	\$200.00	21.6
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$0.00	\$1,769.00	\$23,760.00	6.9
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$4,854.58	\$12,988.46	\$32,011.54	28.9
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$4,471.68	\$13,615.47	\$48,384.53	22.0
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$97.85	\$275.00	\$745.00	27.0
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$307.05	\$1,065.25	\$2,994.75	26.2
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$2,177.65	\$13,093.34	\$38,683.66	25.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	0.0
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$79.95	\$139.90	\$100.10	58.3
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$150.00	\$1,801.99	\$510.01	77.9
3.93 TAXES & ASSESSMENTS	\$325.00	\$0.00	\$325.00	\$0.00	\$0.00	\$325.00	0.0
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$8.99	\$108.99	\$44.90	\$77.84	\$31.15	71.4
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$1,390.52	\$5,788.59	\$60,406.41	8.7
Subtotal	\$368,046.00	\$8.99	\$368,054.99	\$17,739.63	\$63,030.61	\$305,024.38	17.1
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$0.00	\$1,514.38	\$10,071.62	13.1
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$6,643.61	\$24,033.82	\$131,416.55	15.5
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$349.17	\$1,586.57	\$18,593.43	7.9
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$4,791.46	\$10,419.18	\$65,968.86	13.6
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$11,784.24	\$37,553.95	\$226,050.46	14.2
Grand Total	\$1,847,483.00	\$16,406.00	\$1,863,889.00	\$116,790.96	\$386,091.76	\$1,477,797.24	20.7

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$16,406.00

2008 INVESTMENT REGISTER

OPEN INVESTMENTS:

<u>Renewal Date</u>	<u>CD #</u>	<u>Issued By</u>	<u>Terms</u>	<u>Principal</u>	<u>%-Interest</u>	<u>Account</u>	<u>Purchase Date</u>	<u>Interest Earned</u>	<u>Comments</u>
5/15/2008	400040235	Rens. Banking Center	4-mo	\$125,000	4.501%	Rainy Day	1/15/2008		
6/15/2008	400040233	Rens. Banking Center	5-mo	\$100,000	4.501%	BIRF/Constr	1/15/2008		
6/15/2008	400040232	Rens. Banking Center	5-mo	\$250,000	4.501%	CPF	1/15/2008		
7/15/2008	400040231	Rens. Banking Center	6-mo	\$150,000	5.010%	LIRF	1/15/2008		

CLOSED INVESTMENTS:

3/15/2008	400040234	Rens. Banking Center	60 day	\$200,000	4.501%	Operating	1/15/2008	\$1,479.78	
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4/7/2008

Voucher List**Jasper County Public Library****Report Date: From 3/1/2008 To 3/31/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
26985	177	TREASURER OF JASPER COU	3/3/2008	Refund of Overpayment of CAGIT (2007) Special Distribution	\$18,441.06
0	178	JASPER COUNTY PUBLIC LIBR	3/3/2008	Transfer CAGIT Special Distribution Overpayment to General Operating Fund CAGIT PTRC per Jasper Co. Auditor.	\$8,592.00
26986	179	AARON'S LAWN CARE	3/10/2008	Snow Removal-DeM Lib (1/30-2/26/08)	\$840.00
26987	180	ACE HARDWARE	3/10/2008	Flapper - Water Closet part, DeM. Lib	\$9.98
26988	181	BAKER & TAYLOR	3/10/2008	Books-Continuations, Gift, AV; Encumbered books/AV	\$5,511.44
26989	182	BAKER & TAYLOR ENTERTAIN	3/10/2008	DVDs	\$85.05
26990	183	BARNES & NOBLE	3/10/2008	Books and DVD's	\$873.21
26991	184	BIERMA HARDWARE, INC.	3/10/2008	Swivel aerator, duct tape, Lubricant (for locks), batteries	\$38.62
26992	185	BLUETARP FINANCIAL, INC	3/10/2008	Plywood, screws, shelf, brackets	\$105.43
26993	186	BORDERS	3/10/2008	DVD's, CD's, Books	\$834.91
26994	187	CAPITAL ONE BANK	3/10/2008	Slotted Lock, Air fare (CIL) Widner, Maxwell, Evans, PLA Registration (Kooy, Thompson, Engelmann, Poortenga), PLA Air fare, Foam Sheets, Moveable Eyes, Pens, Beads, Software, DVD's, CD's, Mtg Expenses	\$4,133.01
26995	188	CAROLYNN DeVRIES	3/10/2008	Mileage - Children Supplies	\$26.26
26996	189	CARRIAGE PAPER PRODUCT	3/10/2008	Receipt Printer Paper	\$82.10
26997	190	CULLIGAN	3/10/2008	Water Cooler Rental-March & Water	\$43.95
26998	191	EMILY DURAN	3/10/2008	Mileage - ASK Mtg	\$22.22
26999	192	EDUCATION NETWORKS OF A	3/10/2008	Internet Connections-Feb'08 & Traffic Prioritization	\$1,460.00
27000	193	FASE'S WATER TREATMENT	3/10/2008	5-RedOut, DeM. Water Softener	\$56.25
27001	194	FINDAWAY WORLD, LLC	3/10/2008	Playaways	\$484.41
27002	195	FLEX-PAC INC	3/10/2008	Multifold towels, toilet tissue, Perforated towels, Facial Tissue	\$321.41
27003	196	GAIL JUNG	3/10/2008	Tripod for Camcorder, Mileage(managing databases)	\$56.25
27004	197	GALE	3/10/2008	Books	\$481.93
27005	198	HERITAGE OFFICE PRODUCT	3/10/2008	Jumbo Rubber Bands, UPS for KV Post News Microfilming	\$44.97
27006	199	HP PRODUCTS CORP.	3/10/2008	Spartan Sign Off Spray	\$25.71
27007	200	H. W. WILSON COMPANY	3/10/2008	Book	\$164.85
27008	201	INCOLSA	3/10/2008	Membership Fees, Maintenance Contract for Milroy Software	\$1,299.00
27009	202	INGRAM	3/10/2008	Paperbacks	\$25.87
27010	203	INSPIRATIONAL DISTRIBUTOR	3/10/2008	Christian Books	\$12.98
27011	204	KATHLEEN KRISTOFF	3/10/2008	Mileage - Homepage and Literacy Mtg	\$44.44
27012	205	KIRBY RISK CORPORATION	3/10/2008	Spot Ceiling Light Sockets, Ground Sockets	\$171.98
27013	206	K.V.ELECTRIC	3/10/2008	Replace light switch, Replace ballast & bulb (parking lot)	\$392.65
27014	207	LIBRARY VIDEO COMPANY	3/10/2008	DVDs	\$767.35
27015	208	LOUISVILLE FREE PUBLIC LIB	3/10/2008	Replacement cost of lost book	\$26.95
27016	209	MIDWEST TAPE	3/10/2008	DVDs	\$68.95
27017	210	NANETTE SPEACHT	3/10/2008	Large Print Books	\$68.92
27018	211	PATTY STRINGFELLOW	3/10/2008	Mileage - Directors Mtg, Mgmt Mtg	\$62.62
27019	212	PEGGY WOODS	3/10/2008	Mileage - AV Shopping	\$28.28
27020	213	POSTMASTER	3/10/2008	Annual Post Office Box 16 Rental - DeMotte Lib.	\$70.00
27021	214	PROQUEST LLC	3/10/2008	Rens. Republican Microfilm, 9/1/07-12/31/07	\$68.17
27022	215	QUILL CORPORATION	3/10/2008	Presswood binder, Correction Tape, File Folders, Tape, Rubber Stamp	\$72.20
27023	216	RENSSELAER REPUBLICAN	3/10/2008	Official Public Notice AD	\$75.30
27024	217	ROEING CORPORATION	3/10/2008	Laser Printer	\$99.00
27025	218	RON BANASZAK	3/10/2008	Returned 2 books previously missing	\$44.90

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27026	219	SCHOLASTIC LIBRARY PUBLIS	3/10/2008	Books	\$232.70
27027	220	SHOWCASES	3/10/2008	DVD 'Double' Cases	\$153.36
27028	221	SUSAN ENGELMANN	3/10/2008	Supplies, Books, Mileage - B2BR Committee, AV Shopping Trip	\$266.90
27029	222	TIM SCHULTZ	3/10/2008	Mileage - Board Mtgs	\$65.78
27030	223	TLC HOME IMPROVEMENTS, L	3/10/2008	Snow Removal, 1/22-2/13/08, Rens. Library	\$945.00
27031	224	TRU-GREEN LIMITED PARTNE	3/10/2008	Ice Melt (12 bags)	\$123.00
27032	225	UNIQUE MANAGEMENT SERVI	3/10/2008	Collections - Intial & Secondary Placements, January 2008	\$191.52
27033	226	USA TODAY	3/10/2008	Annual Subscription-Ren Branc (4/4/08-4/4/09)	\$164.00
27034	227	VISION SERVICE PLAN- (IN)	3/10/2008	March Vision Premium-14 empl	\$127.82
27035	228	WAL-MART COMMUNITY BRC	3/10/2008	DVDs, Glue, janitorial supplies, Paper, Tape	\$110.70
27048	229	ROEING CORPORATION	3/10/2008	Mobile Wireless Lab Printer, Carrying Case	\$436.65
27036	230	BARNES & NOBLE	3/10/2008	Audio Books and Books	\$394.57
27049	231	ANTHEM BLUE CROSS BLUE S	3/10/2008	Health Insurance Premium -March 2008	\$8,674.09
27038	232	OSBY WATER CONDITIONING	3/10/2008	Case of Peroxide for Sulfur System	\$24.00
27039	233	CDW GOVERNMENT, INC	3/10/2008	Surge Protector	\$106.56
27040	234	ALLIED WASTE SERVICES #71	3/10/2008	Trash Pick up for Wheatfield for March	\$50.58
27041	235	ANTHEM LIFE	3/10/2008	Health Insurance Premium-25 employees, March 2008	\$89.70
27042	236	EDWARD YOUNG	3/10/2008	Courier Mileage, 2/16/08-2/29/08	\$303.00
27043	237	FIRST TRUST CREDIT UNION	3/10/2008	Deposits w/held from March 10, 2008 Payroll - 6 participants	\$1,376.44
27044	238	GREAT-WEST RETIREMENT S	3/10/2008	Annuity pymts w/held from payroll March 10, 2008 - 8 Participants	\$1,210.00
0	239	INDIANA DEPARTMENT OF RE	3/20/2008	EFT-State and County Tax Withheld February '08 Ref#63548 Verf Code27	\$4,705.50
0	240	IRS USA TAXPAYMENT	3/11/2008	FICA & Federal Taxes w/held March 10, 2008 payroll, ref #00690218	\$8,042.34
27045	241	NORTHWESTERN INDIANA TE	3/11/2008	DeMotte Local Phone Services	\$74.56
27046	242	TOWN OF DEMOTTE	3/10/2008	January Waste Disposal Services-DeM.	\$68.42
27047	243	TOWN OF WHEATFIELD SEW	3/10/2008	March sewer fee, Wh. Lib.	\$56.65
0	244	PAYROLL	3/10/2008	PAYROLL	\$36,373.57
0	245	JASPER COUNTY PUBLIC LIBR	3/10/2008	CD#400040234 Matured	\$200,000.00
0	246	Correcting Cash Entry-Coding Err	3/13/2008	Void A/P # 86 of reverse coding error. Bank did adjust the error in November 2007. Oversight found in March 2008 with SBA auditor assistance.	(\$20.00)
0	247	PAYROLL	3/25/2008	PAYROLL	\$37,147.44
27050	248	AFLAC	3/25/2008	Supplemental Insurance Premium-March -Payroll W/holding (Woods, Molenaar, B.Thompson)	\$168.00
27051	249	CHICAGO TRIBUNE	3/25/2008	Semi-Annual Newspaper Subscription, DeMotte Lib. (3/17-9/14/08)	\$117.00
27052	250	CITY OF RENSSELAER	3/25/2008	Rensselaer Lib Utilities, 2/07-3/10/08	\$3,824.04
27053	251	EDWARD YOUNG	3/25/2008	Courier Mileage, 3/1-3/15/08	\$303.00
27054	252	FIRST TRUST CREDIT UNION	3/25/2008	Direct Deposits w/held from 25 MAR 08 payroll	\$1,303.65
27055	253	GREAT-WEST RETIREMENT S	3/25/2008	Annuity w/held from 25 MAR 08 payroll (8 employees)	\$1,210.00
27056	254	INDIANA LIBRARY FEDERATIO	3/25/2008	District 1 Conference, 4/22/08 - Barton & Hamel	\$130.00
0	255	IRS USA TAXPAYMENT	3/26/2008	EFT-Federal & FICA w/held from 25 MAR 08 payroll, Conf #00014971	\$8,261.32
27057	256	NIPSCO	3/25/2008	DeMotte (2/6-3/7/08) & Wheatfield Utilities (2/1-3/04/08)	\$5,697.47

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
<i>Total Amount of Claims</i>					\$368,643.91

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, April 01, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of **\$368,643.91**

Date this 14th day of April, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

F5

March 31, 2008

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$2,829.18	\$9,445.72
DeMotte	\$826.04	\$2,661.37		
Rensselaer	\$1,404.89	\$4,308.60		
Wheatfield	\$598.25	\$2,475.75		
PHOTOCOPIES:			\$726.76	\$2,186.93
DeMotte	\$252.15	\$750.00		
Rensselaer	\$303.01	\$886.27		
Wheatfield	\$171.60	\$550.66		
INTEREST:			\$2,264.03	\$5,543.64
Checking/Repurchase/Savings/CD's	\$2,264.03	\$5,543.64		
TAXES:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$0.00		
Local Option/Property Tax Repl.	\$0.00	\$0.00		
REFUNDS:			\$9,849.34	\$9,863.40
Rebates/Refund	\$646.01	\$660.07		
Insurance Claims/Reimbursements/COBRA	\$411.33	\$411.33		
Meeting Room Rental	\$50.00	\$50.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$0.00		
Interfund Transfer	\$8,592.00	\$8,592.00		
Miscellaneous Receipts	\$150.00	\$150.00		
Other	\$0.00	\$0.00		
Other	\$0.00	\$0.00		
TOTAL OPERATING FUND RECEIPTS.....			\$15,669.31	\$27,039.69
PLAC FUND:-.....			\$0.00	\$30.00
GIFT FUNDS:			\$2,240.00	\$2,719.43
DeMotte	\$133.00	\$133.00		
Rensselaer	\$2,107.00	\$2,561.43		
Wheatfield	\$0.00	\$25.00		
LIB. IMPROV. RESERVE FUND: (Interest).....			\$54.90	\$767.35
BOND & INTEREST REDEMPTION FUND:			\$0.00	\$0.00
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND:			\$0.00	\$108,132.68
CAGIT Spec.Distribution	\$0.00	\$108,132.68		
STATE TECHNOLOGY FUND GRANT FUND:-.....			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$97.87	\$1,245.89
Interest Earned	\$97.87	\$1,245.89		
Property Tax	\$0.00	\$0.00		
License Excise Tax	\$0.00	\$0.00		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$0.00	\$0.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$7.55	\$452.83
Int. Earned(Chkg.,CD's,Escrow)	\$7.55	\$452.83		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$18,069.63	\$140,387.87

WITHHOLDING ACCOUNT FUNDS:

FIT Tax Collected	\$5,365.56	\$16,535.10	\$24,513.93	\$76,866.86
FICA Collected	\$5,469.05	\$16,913.40		
State Tax Collected	\$2,554.24	\$7,802.71		
County Tax Collected	\$1,865.57	\$5,784.48		
Deferred Comp Plan	\$2,420.00	\$7,260.00		
Pre-tax Insurance Plans	\$2,030.04	\$7,602.56		
Life Insurance	\$135.80	\$416.40		
PERF	\$1,993.58	\$6,153.53		
Garnishments	\$0.00	\$126.80		
Credit Union	\$2,680.09	\$8,271.88		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$42,583.56	\$217,254.73

F6a

Voucher List

Jasper County Public Library

Report Date: From 4/1/2008 To 4/14/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27058	257	AARON'S LAWN CARE	4/14/2008	Snow Removal - Wh (1/30-3/5/08); DeM - (2/27-3/05/08)	\$1,440.00
27059	258	A. C. RICH, INC.	4/14/2008	Repairs to Mtg. Room Partition (lock)@ Wh. Lib.	\$257.50
27060	259	ACP DIRECT	4/14/2008	Printer Cartridges	\$640.67
27061	260	ANGELA BARTON	4/14/2008	Fish tank supplies	\$9.85
27062	261	ASI SIGN SYSTEMS	4/14/2008	Self-Checkout Suspended Signage - DeM & Rens. Lib	\$511.70
27063	262	BAKER & TAYLOR	4/14/2008	Books, Gift Books, AV, Continuations	\$13,005.47
27064	263	BAKER & TAYLOR ENTERTAIN	4/14/2008	DVDs	\$406.64
27065	264	BLOOMFIELD CORPORATION	4/14/2008	Labor/Mileage investigate problem on warranty part - Indoor Blower Motor defective at unit shut off switch	\$362.50
27066	265	BRENDA THOMPSON	4/14/2008	Mileage: PR Counterparts, Mgmt Mtg, Books to Bridging Bks Mtg.	\$96.99
27067	266	BRODART CO.	4/14/2008	Literature/Magazine Holders-DeM. Lib.	\$94.80
27068	267	CAPITAL ONE BANK	4/14/2008	Mtg. Expenses, DVDs ret'd, Mtg Rm supplies, headphones (Wh), binders, cleaning solution	\$188.05
27069	268	CARRIE HOLOBOWSKI	4/14/2008	Lost Books ret'd - refund less overdue fee and processing fees	\$24.57
27070	269	CHESTER TECHNOLOGIES	4/14/2008	OKI Printer Toner Cartridges	\$780.00
27071	270	COMMEMORATIVE PUBLICATI	4/14/2008	2008 Beijing Commemorative Summer Games Olympic Book-3 (PRE-PAY)	\$193.50
27072	271	CULLIGAN	4/14/2008	Water Cooler rental-Wh. Lib. (April)	\$9.95
27073	272	DIANA KOOY	4/14/2008	PLA Expenses & Transit passes; Mileage: Bank Deposits, Books to Bridges Mtg, Disaster Recovery Mtg, JC Reads Mtg.	\$107.95
27074	273	EDUCATION NETWORKS OF A	4/14/2008	Internet Connection & Traffic Prioritization - March 2008	\$1,460.00
27075	274	FACTS ON FILE, INC.	4/14/2008	Personal & Business Forms Updates 2008	\$346.68
27076	275	FLEX-PAC INC	4/14/2008	Kleenex, Jumbo TP, 2-ply towels, M-Folds, trash bags	\$548.49
27077	276	GA FOODS GROUP	4/14/2008	Film Group Expenses & Staff Mtg Expenses	\$17.47
27078	277	GAIL JUNG	4/14/2008	Petty Cash, Rensselaer Lib - Postage, Crafts, Geocache supply, labels, mtg. expense	\$50.26
27079	278	GAIL JUNG	4/14/2008	Mileage-April Bd Mtg @ DeMotte	\$22.22
27080	279	GALE	4/14/2008	Books	\$1,057.80
27081	280	GPN EDUCATIONAL MEDIA	4/14/2008	Hooked on Phonics - QVC Classic & Letter 1002	\$199.95
27082	281	HERITAGE OFFICE PRODUCT	4/14/2008	Name badges - N. Phillips, R. Gilmore, T. Hamel, B. Thompson	\$51.50
27083	282	HIGHSMITH CO. INC.	4/14/2008	Bookmarks, Posters, Summer Rdg Materials, Tattoos, mobile, rubber stamps, magnets, etc. T-Shirts	\$234.86
27084	283	HP PRODUCTS CORP.	4/14/2008	Windsor VSE Vacuum parts-Rens.	\$113.34
27085	284	INDIANA DEPT. OF WORKFOR	4/14/2008	1st Qtr Unemployment payment	\$2,187.76
27086	285	INDIANA INSURANCE COMPA	4/14/2008	Semi-Annual Insurance Pymt, Bldg & Worker's Comp, 4/16-10/16/08	\$11,009.00
27087	286	INDIANA STATE LIBRARY	4/14/2008	PLAC Card Sales- 1st Qtr 2008 -DeM	\$30.00
27088	287	INGRAM	4/14/2008	Paperbacks	\$49.27
27089	288	INSPIRATIONAL DISTRIBUTOR	4/14/2008	Chrisitan books	\$48.31
27090	289	KEITH EVANS	4/14/2008	Bubbleologist Program @ Rens., Apr 22.	\$75.00
27091	290	KIM DELGER	4/14/2008	Circulation Counterparts Mtg Mileage	\$30.30
27092	291	KOLORTECH, INC.	4/14/2008	Fluorescent Tubes - Rens Lib. & DeM.	\$764.49
27093	292	KONE, INC.	4/14/2008	Elevator Maintenance Contract, 4/1-6/30/08	\$437.40
27094	293	LANDMARK AUDIOBOOKS	4/14/2008	Annual Music CD Lease Plan-DeM. Lib.	\$2,220.00
27095	294	LINDA POORTENGA	4/14/2008	PLA Expenses, Transit pass; Mileage -Mgmt/Continuations Mtg, Friends Mtg, Br. Counterparts Mtg, Books to Bridge Mtg; book	\$141.18
27096	295	MIDWEST TAPE	4/14/2008	DVD's	\$115.92

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27097	296	OFFICE DEPOT	4/14/2008	Laser Brochure (Newsletter) paper	\$17.99
27098	297	ORIENTAL TRADING CO., INC	4/14/2008	Ch. Supplies: Nametags, crayons, caterpillar tunnel	\$86.74
27099	298	OSBY WATER CONDITIONING	4/14/2008	Chemicals - Wh. Softner System	\$24.00
27100	299	PATRICK R. OATIS	4/14/2008	Sign Language Program @ Wh. Lib., 4/4-5/8/08 - 13 participants	\$390.00
27101	300	PATTY STRINGFELLOW	4/14/2008	Phone calls-library closing 2/19/08; mileage-Architect & Board Mtg, DeM Br. Mgr Evaluation	\$46.26
27102	301	FINDAWAY WORLD, LLC	4/14/2008	PlayAways & Circ. Cases	\$110.44
27103	302	POPULAR SUBSCRIPTION SE	4/14/2008	Annual Magazine Order	\$11,685.28
27104	303	POSTMASTER	4/14/2008	Stamps: 4000 - Forever; 100-\$.55; 100-\$1.00; 40-\$.90	\$1,831.00
27105	304	PRAIRIE WRITERS GUILD	4/14/2008	'From the Edge of the Prairie 2007' book	\$16.50
27106	305	PRECISION CONTROL SYSTE	4/14/2008	Installed clamps on gas cushion chamber, replaced limit control on boiler @ DeM	\$321.69
27107	306	PUBLIC EMPLOYEES' RETIRE	4/14/2008	1st Qtr. PERF Payment-Employee & Employer portions	\$21,538.46
27108	307	QUILL CORPORATION	4/14/2008	Binders, Constr.Paper, labels, indexes, laminate, pens, print cartridges, labeler refill	\$305.34
27109	308	RACHAEL CAVINDER	4/14/2008	Mileage: Pre-school read, mgmt mtg, summer rdg roundtable	\$51.51
27110	309	RECORDED BOOKS, LLC	4/14/2008	Replacement tape-Cold Moon	\$5.95
27111	310	ROEING CORPORATION	4/14/2008	Annual Maintenance Contract-Final Installment. Correct fund on A/P 58.	\$1,499.00
27112	311	ROTARY CLUB of RENSSSLAE	4/14/2008	Membership Dues-Jan/Feb - Stringfellow	\$24.00
27113	312	S & S WORLDWIDE, INC	4/14/2008	Constr. Paper, craft materials-Rens. Ch.	\$190.63
27114	313	SCHOLASTIC LIBRARY PUBLIS	4/14/2008	Children books, America the Beautiful series	\$581.60
27115	314	SELINA PETERSON	4/14/2008	Lost Music CD returned- refund item cost	\$14.98
27116	315	SUE TOBIAS	4/14/2008	Mileage: Sutton Ins. Seminar, Hoosier Start Seminar, check signed	\$272.10
27117	316	SUSAN ENGELMANN	4/14/2008	DVDs, PLA & Counterparts Mtg expenses, Books, Easter program expenses	\$354.37
27118	317	TEACHING COMPANY	4/14/2008	Great Courses - Algebra, Math	\$239.85
27119	318	TEAM SOFTWARE SOLUTION	4/14/2008	Public Web Browser Version 2 Annual Renewal, 5/16/08-5/15/09	\$125.00
27120	319	TECH SMITH	4/14/2008	Snagit v8.2 Software-Single user license	\$67.90
27121	320	TESS HAMEL	4/14/2008	Mileage-Marketing Committee Mtg	\$22.22
27122	321	TLC HOME IMPROVEMENTS, L	4/14/2008	Snow Removal, 1/26-2/29/08 Rens. Lib.	\$385.00
27123	322	UNIQUE MANAGEMENT SERVI	4/14/2008	Collections-Feb & March initial and secondary placements	\$493.56
27124	323	VISION SERVICE PLAN- (IN)	4/14/2008	Vision Premium-April (14 employees)	\$127.82
27125	324	WAL-MART COMMUNITY BRC	4/14/2008	DVDs, music CDs, styrofoam, CD-RW diskettes, labeler refill, ch. Crafts, report covers, erasers, copy paper, Liq. Soap, fantastik, Works bowl cleaner, air freshners, mop refill, lysol, cleaning rags, etc.	\$2,834.57
27126	325	WEBBALANCED TECHNOLOGI	4/14/2008	Internet Filtering, 4/1-7/15/08	\$360.00
27127	326	WHEATFIELD CHAMBER OF C	4/14/2008	Annual Chamber dues-Wh. Lib. (12/07-12/08)	\$100.00
27128	327	YVONNE DEL VECCHIO	4/14/2008	Mileage: Walking Bks, Community Connection deliveries	\$29.85
27129	328	ZIESE PLUMBING, HEATING, &	4/14/2008	Water Cooler replacement-Rens. Lib.	\$1,262.00
150161	329	CAPITAL ONE BANK	4/14/2008	Bissell Scrubber-Wh. Construction Project	\$199.99
27130	330	KATHLEEN KRISTOFF	4/14/2008	Ch. Supplies-gift wrap, tissue paper @ DeM.	\$19.68
27131	331	ALLIED WASTE SERVICES #71	4/10/2008	Trash Pick up for Wheatfield for April	\$52.15
27132	332	ANTHEM BLUE CROSS BLUE S	4/10/2008	Health Insurance Premium -April 2008	\$5,654.04
27133	333	ANTHEM LIFE	4/10/2008	Health Insurance Premium -April 2008	\$116.09
27134	334	EDWARD YOUNG	4/10/2008	Courier Mileage, 3/16-3/31/08	\$333.30
27135	335	GREAT-WEST RETIREMENT S	4/10/2008	Annuity w/held from 10 April 08 payroll (8 employees)	\$1,210.00
0	336	INDIANA DEPARTMENT OF RE	4/10/2008	EFT-State and County Tax Withheld March '08 Ref#88619 Verf Code 33	\$4,419.81
0	337	IRS USA TAXPAYMENT	4/10/2008	EFT-Federal & FICA w/held from 10 April 08 payroll, Ref #00056262	\$8,660.17
27136	338	NIPSCO	4/10/2008	Wheatfield Utilities (3/05/08-4/1/08)	\$1,605.15

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27137	339	NORTHWESTERN INDIANA TE	4/10/2008	DeMotte Local Phone Services	\$155.71
27138	340	OED OFFICE OF ENERGY & D	4/10/2008	1st Qtr Pymt PFEED Loan of 2002	\$2,402.97
27139	341	PREMIER WASTE & RECYCLIN	4/10/2008	Trash Pick-up, 4/1/08-6/30/08, DeM. Lib	\$150.00
27140	342	THE TIMES	4/10/2008	Annual Subscription-Rens 4/28/08-4/27/09	\$221.00
27141	343	TOWN OF DEMOTTE	4/10/2008	February Waste Disposal Services-DeM.	\$68.42
27142	344	TOWN OF WHEATFIELD SEW	4/10/2008	April sewer fee, Wh. Lib.	\$56.65
27143	345	U S TREASURY	4/10/2008	W/held from 04/10/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$24.52
27144	346	FIRST TRUST CREDIT UNION	4/10/2008	Withheld from 10 APR 08 Payroll	\$1,440.32
0	347	PAYROLL	4/10/2008	PAYROLL	\$38,860.47
27145	348	CULLIGAN	4/14/2008	Water Cooler Water-Wh. Lib.	\$56.00
27146	349	JENNIFER L. DOUTHIT	4/14/2008	Reimbursement of State & Local Taxes w/held on 2006 Overpayment	\$185.94
27147	350	PEGGY WOODS	4/14/2008	DVDs, Music CDs, Software - Wal-Mart	\$1,144.98
Total Amount of Claims					\$151,794.31

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, April 11, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$151,794.31

Date this 14th day of April, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

MAY

**Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, May 12, 2008, 7pm
Rensselaer Public Library**

Executive Session: To discuss an employee job performance evaluation
(IC 5-14-1.5-6.1).

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items Action

Minutes of April Board Meeting
Bills/Financial Reports
Workshop Request (R 12)

General Business

Director Salary 2009 (R12)	Action
Advanced Tax Draw Resolution (R 12)	Action
Wheatfield Irrigation System Update (R 10 & R 12)	Discussion/Action
DeMotte Library Boiler and Roof (R 12)	Discussion
Budget Workshop (R 12-R 15)	Information

Director's Report (R12-R17)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

April 14, 2008
Rensselaer Library

Present: Jody Melton, Joan Floyd, Anne-Marie Egan, Susan Deardorff, Mari Anne Sayler, Timothy Schultz Jr., Patricia Stringfellow, Brenda Thompson, Sheila Maxwell, Jen Douthit & Gail Jung.

Absent: Natalie Waling

Agenda & Consent Agenda Approval: A-M Egan moved, seconded by J. Melton, to approve the Agenda and Consent Agenda items including the minutes of the March Board Meeting, monthly bills, and financial reports. Motion passed.

System Administrator Report: Migrating to a Windows based server was a major undertaking in 2007. Staff had to adapt to MS Outlook for emailing. All of our Internet lines were switched to ENA, decreasing traffic on the line and providing more speed at the branches. With only one provider to work through, troubleshooting is less complex. We added a second T1 line in October. We invested in a TLC hosting service. It is quite a savings in comparison to the cost of upgrading our servers every few years. We can now get the most recent versions of TLC. We also implemented traffic prioritization in January.

Sheila Maxwell and her assistant, Michelle Evans, implemented the Aargh! Help Desk system whereby staff can more efficiently submit issues their having with software, hardware, email, etc. They created a staff Intranet site with free Content Mgmt System software. This allows for staff to search with ease all library procedures, policies, plans, forms, etc. with a few keystrokes. M. Evans undertook creating and publishing the Between the Branches newsletter.

In February 2008 systems staff coordinated the installation and training of self-checkout system and provided information needed for quarterly updates and getting reimbursements for grant. S. Maxwell applied for USF discounts for typically 60-65%. In March installed a Windows Server Update Service that gets window updates automatically through one server and it in turn updates pc's offline, saving bandwidth, staff time, and increased security. Through conference attendance, especially the Computers in Libraries conference, Automation Counterparts, and NICCL, we are able to keep abreast of the latest technology for libraries, using this information where possible to provide the best we can for our patrons and staff within our financial resources. S. Maxwell also serves on the ENA Leadership team that gives her the opportunity to provide valuable input about service, service offerings, etc. Goals during this next year include replacing the 2002 and 2003 pc's, updating from Office 2003 to 2007 version for all pc's, and replace old network switches for faster network connectivity, plus continue to create Screencasts in teaching staff 'how to do's'.

Technical Services Department Report: A total of 10,680 were cataloged in 2007. In addition staff cleaned up over 1500 subject headings and added more than 700 fictitious characters to records. New to the library were PlayAways that were catalogued and processed. Book pockets have been eliminated for most items which is a cost savings. As per our Technology Plan we purchased Phone Tree to reduce postage costs on overdue notices. Phone Tree was implemented this year. Courtesy notices are sent via email informing patrons of materials that are overdue one day. The phone calls are made in lieu of paper notices to patrons that have overdue materials out.

In consideration of self-checkout, barcodes are being placed on the outside of book for easy scanning. We added 76 new holding codes to assist in tracking stats, locating materials, and develop collections. Thousands of items were changed to the new codes. Software issues had to be resolved as a result of migrating to the TLC hosting service. In January we upgraded 2 versions of TLC that went rather smoothly. Last upgrade was in July 2004.

Jen Douthit held a Collections Workshop for staff that covered the steps involved in dealing with 'collection' patrons. T.S. procedures were uploaded to the Intranet. Jen also put in writing her own TLC Knowledge Base of information for her staff to refer to while on maternity leave. Goals for 2008 besides the ongoing cataloging (subject/name cleanup, fictitious characters, backlog), TLC upgrades, and procedure updates, are looking at processes to be more efficient, inventorying, completing cataloging Milroy images, and cataloging changes resulting from displaying CDs differently at Rens. Library.

Wheatfield Irrigation System: P. Stringfellow presented information on costs to install a water treatment system for the sprinkler system to reduce the iron content and asked the Board to indicate by vote their interest in implementation. It would cost \$2995 plus about \$100 for chemicals per year. J. Melton made a motion, seconded by A-M Egan, to not add a water treatment system and for Branch Manager to manually operate the irrigation system in 2008 as needed. Motion was unanimous.

Technology Plan 7/1/08 thru 6/30/11: T. Schultz moved, seconded by A-M Egan, to approve the revised Technology Plan 7/1/08 thru 6/30/11 as presented. Motion passed. A-M Egan expressed the boards thanks to the persons responsible for a superb job in creating and updating the plan.

Advance Draw Resolution: In an effort to receive any property tax monies collected as they become available, M. Sayler made a motion that we request an advanced draw of property taxes collected payable 30 days after submitting the signed resolution. J. Melton seconded the motion. Motion was unanimous.

Personnel Policy: Changes to the policy were presented, defined, and outlined in the Director's Report and highlighted in the revision. On a motion by T. Schultz, second by A-M Egan, the Personnel Policy was approved as presented. Motion was unanimous.

DeMotte Library: P. Stringfellow presented the three issues at the DeMotte Library of primary concern: the boiler, the roof, and entry re-orientation project, in that order, and presented funding options for Board consideration. The board agreed that we need to be proactive and replace the boiler before the heat exchanger fails. Precision Control has been in the process of gathering costs for a replacement boiler. LIRF or Rainy Day money could be used for this purpose; however, if the cost of the project is over \$50,000 we would need to make a request for an additional appropriation.

Both the DeMotte and Rensselaer Library roofs are 16-17 years old and are in need of replacement. Both roofs have experienced some leaks and have been re-sealed in trouble spots. The DeMotte roof appears to only leak under certain types of rainy conditions and appears to have deteriorated more. It would be the first building to get a new roof if it was financially unsound to do both at the same time. The roofing project will require hiring someone to write the specs, prepare the Notice to Taxpayers, etc. P. Stringfellow will contact Harry Mohler, a

Lafayette architect with project experience, to get a ball park figure on what a project similar to ours would cost and report at the May meeting.

The Capital Projects Fund to date has accumulated over \$300,000 that has been targeted for the DeMotte entry re-orientation project. According to recent legislation regarding the structure of property tax revenues, the future of CPF revenue is in question. In light of this, the bond climate, and the more pressing boiler and roof issues, the board put the re-orientation project on hold for now.

Director's Report: Board members need to send their director evaluations to T. Schultz, committee chairman, by April 30. The evaluation committee will meet the week of May 5 if necessary. Executive session will convene prior to start of regular May Board Meeting to discuss job performance.

The library received 98% of 2007 property tax revenues beginning of April. CPF Plan was approved by County Council and has been submitted to the DLGF.

The Purdue Extension Office will hold a workshop on Property Tax Reform on Friday, April 25, from 1:00-3:30 PM at the Rensselaer office. RSVP by April 23 to P. Stringfellow if you wish to attend with her.

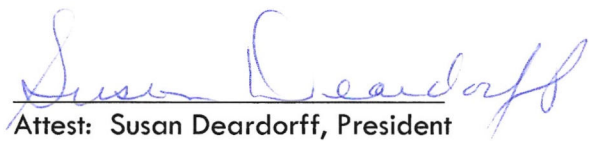
P. Stringfellow announced that through continued service, study, and education through the Indiana Library Federation, the Jasper County Public Library Board of Trustees has been recognized by the Indiana Library Trustee Association for their outstanding accomplishments with a LINK Award. P. Stringfellow presented a plaque to the Library Board and distributed lapel pins to acknowledge their award. Their plaque will be placed on display at the Rensselaer Library, and a press release will be submitted to the local papers.

Future Agendas:

DeMotte Library Concerns

Adjournment: With no further matters for discussion, A-M Egan moved to adjourn at 8:33 PM.


Jody Melton, Secretary


Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
April 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	4	0	0	4
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	20	2	0	22
Award Winning non-fiction (DAWNF)	0	0	0	0
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	52	9	3	64
Books on CD (DBKCD)	102	4	2	108
Books on Tape (DBKT)	41	2	0	43
Compact Disc (DCD)	329	33	3	365
Digital Audiobooks (DDA)	11	0	0	11
DVD (DDVD)	1338	11	6	1355
Equipment (DEQP)	28	0	0	28
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	49	0	0	49
Fiction (DFIC)	965	43	19	1027
Fiction Fantasy (DFICF)	9	0	0	9
Fiction Mystery (DFICM)	148	4	2	154
Fiction New (DFICNEW)	228	13	5	246
Fiction Science Fiction (DFICSF)	8	0	0	8
Fiction Western (DFICW)	10	0	0	10
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	4	0	0	4
Hanging Bags (DHANG)	19	0	0	19
ILL (DILL)	60	0	3	63
Internet (DINTER)	1245	0	0	1245
Juv. Audio book (DJAUSB)	12	1	0	13
Juv. Biography (DJBIO)	32	2	2	36
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	37	2	0	39
Juvenile Easy (DJE)	650	42	9	701
Juv. Easy Non-fiction (DJENF)	2	1	0	3
Juv. Easy Reader (DJER)	338	7	0	345
Juv. Fiction (DJFIC)	395	19	8	422
Juv. Holiday books (DJHOL)	11	0	0	11
Juv. Magazine (DJMAG)	45	0	0	45
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	437	46	11	494
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	0	0	0	0

Juv. Toddler (DJTOD)	134	4	0	138
Large Print Fiction (DLPF)	71	5	1	77
Large Print Nonfic (DLPNF)	5	0	0	5
Magazine (DMAG)	821	8	10	839
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	35	0	0	35
Nonfiction 100 (DNF100)	25	3	2	30
Nonfiction 200 (DNF200)	41	2	4	47
Nonfiction 300 (DNF300)	96	7	10	113
Nonfiction 400 (DNF400)	2	1	0	3
Nonfiction 500 (DNF500)	35	3	1	39
Nonfiction 600 (DNF600)	247	15	7	269
Nonfiction 700 (DNF700)	31	1	0	32
Nonfiction 800 (DNF800)	2	0	0	2
Nonfiction 900 (DNF900)	14	0	0	14
Nonfiction DVD (DNFDVD)	52	0	3	55
Nonfiction (DNFIC)	177	20	11	208
Nonfiction New (DNFNEW)	49	4	2	55
Nonfiction VHS (DNFVHS)	24	0	0	24
Oversize (DOVER)	0	0	0	0
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	10	0	0	10
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	24	1	0	25
Software (DSWAR)	142	2	0	144
Vertical File (DVF)	6	0	1	7
VHS (DVHS)	301	6	1	308
YA Audio book (DYAUDB)	3	2	1	6
YA Biography (DYAB)	1	0	0	1
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	93	1	4	98
YA Nonfiction (DYANF)	25	5	3	33
YA Paperback Fic (DYAPBF)	39	1	3	43
Storage (DZSTO)	13	0	1	14
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	2	70	0	72
Books on CD (RBKCD)	4	179	0	183
Books on Tape (RBKT)	0	77	0	77
Compact Disc (RCD)	20	418	1	439
Digital Audiobooks (RDA)	0	5	0	5
DVD (RDVD)	11	2346	12	2369
Equipment (REQP)	0	99	0	99
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	62	0	62
Fiction (RFIC)	42	971	10	1023

Fiction New (RFICNEW)	13	214	2	229
Genealogy (RGENE)	0	1	0	1
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	37	2	39
Hanging Bag (RHANG)	0	24	1	25
ILL (RILL)	1	58	5	64
Internet (RINTER)	0	2220	0	2220
Juv. Audio book (RJAUDB)	0	32	0	32
Juv. Biography (RJBIO)	1	57	0	58
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	1	1	2
Juv. Compact Disc (RJCD)	0	20	0	20
Juvenile Easy (RJE)	25	910	3	938
Juv. Easy Non-fiction (RJENF)	0	11	0	11
Juv. Easy Reader (RJER)	0	248	0	248
Juv. Fiction (RJFIC)	15	539	7	561
Juv. Magazine (RJMAG)	0	10	0	10
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	12	940	5	957
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJTOD)	0	169	0	169
Large Print Fiction (RLPF)	4	122	4	130
Large Print Nonfic (RLPNF)	1	6	0	7
Magazine (RMAG)	7	317	4	328
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	0	17	1	18
Non-Fiction 100 (RNF100)	2	32	1	35
Non-Fiction 200 (RNF200)	0	74	2	76
Non-Fiction 300 (RNF300)	13	125	10	148
Non-Fiction 400 (RNF400)	1	5	0	6
Non-Fiction 500 (RNF500)	1	46	0	47
Non-Fiction 600 (RNF600)	19	332	16	367
Non-Fiction 700 (RNF700)	5	117	7	129
Non-Fiction 800 (RNF800)	2	16	1	19
Non-Fiction 900 (RNF900)	0	36	1	37
Nonfiction DVD (RNFDVD)	0	91	1	92
Nonfiction (RNFIC)	7	84	3	94
Nonfiction new (RNFNEW)	5	97	3	105
Nonfiction VHS (RNFVHS)	1	53	0	54
Oversize (ROVER)	0	0	0	0
Professional Coll. (RPRO)	0	2	0	2
Reference (REF)	0	1		1
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	26	0	26
Software (RSWAR)	0	88	2	90
Vertical File (RVF)	0	2	0	2

VHS (RVHS)	5	342	0	347
YA Audio book (RYAUSB)	0	5	1	6
YA Biography (RYAB)	0	6	0	6
YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	1	0	1
YA Fiction (RYAF)	2	194	6	202
YA Nonfiction (RYANF)	1	46	0	47
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	10	3	16	29
Books on CD (WBKCD)	12	17	110	139
Books on Tape (WBKT)	0	2	28	30
Compact Disc (WCD)	9	48	326	383
Digital Audiobooks (WDA)	0	0	4	4
DVD (WDVD)	13	10	1358	1381
Equipment (WEQP)	0	0	65	65
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	27	27
Fiction (WFIC)	58	29	528	615
Fiction Fantasy (WFICF)	0	0	6	6
Fiction Mystery (WFICM)	7	6	96	109
Fiction New (WFICNEW)	11	12	190	213
Fiction Science Fiction (WFICSF)	0	0	6	6
Fiction Western (WFICW)	0	0	5	5
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	7	7
Hanging Bags (WHANG)	1	0	29	30
ILL (WILL)	6	1	27	34
Internet (WINTER)	0	0	690	690
Juv. Audio book (WJAUSB)	2	0	13	15
Juv. Biography (WJBIO)	2	2	6	10
Juv. Book on CD (WJBKCD)	0	0	0	0
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	1	2	46	49
Juvenile Easy (WJE)	7	27	579	613
Juv. Easy Non-fiction (WJENF)	0	0	6	6
Juv. Easy Reader (WJER)	1	4	245	250
Juv. Fiction (WJFIC)	22	14	217	253
Juv. Magazine (WJMAG)	1	0	24	25
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	13	34	341	388
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	5	5
Juv. Toddler (WJTOD)	2	2	130	134
Large Print Fiction (WLPF)	9	4	56	69
Large Print Nonfic (WLPNF)	2	0	6	8
Magazine (WMAG)	2	13	459	474
Non-Fiction 000 (WNF000)	0	0	6	6

Non-Fiction 100 (WNF100)	1	2	25	28
Non-Fiction 200 (WNF200)	2	5	19	26
Non-Fiction 300 (WNF300)	2	6	81	89
Non-Fiction 400 (WNF400)	1	0	9	10
Non-Fiction 500 (WNF500)	0	0	12	12
Non-Fiction 600 (WNF600)	3	7	110	120
Non-Fiction 700 (WNF700)	0	2	14	16
Non-Fiction 800 (WNF800)	0	0	4	4
Non-Fiction 900 (WNF900)	0	0	7	7
Nonfiction DVD (WNFDVD)	0	0	69	69
Nonfiction (WNFIC)	18	20	128	166
Nonfiction New (WNFNEW)	5	3	46	54
Nonfiction VHS (WNFVHS)	0	0	13	13
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	5	5
Software (WSWAR)	0	0	68	68
Vertical File (WVF)	0	0	11	11
VHS (WVHS)	0	6	241	247
YA Audio book (WYAUSB)	0	0	4	4
YA Biography (WYAB)	1	1	0	2
YA Books on CD (WYABKCD)	0	4	0	4
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	13	8	157	178
YA Nonfiction (WYANF)	6	3	27	36
YA Paperback Fic (WYAPBF)	0	0	2	2
Storage (WZSTO)	3	0	0	3
TOTAL	9615	12630	6959	29204

CIRCULATION BY HOLDINGS CODE
April 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	4	0	0	4
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	20	2	0	22
Award Winning non-fiction (AWNFI)	0	0	0	0
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	64	82	19	165
Books on CD (BKCD)	118	200	112	430
Books on Tape (BKT)	41	81	28	150
Compact Disc (CD)	358	499	330	1187
Digital Audiobooks (DA)	11	5	4	20

DVD (DVD)	1362	2367	1376	5105
Equipment (EQP)	28	99	65	192
See librarian (ERR)	0	0	0	0
Express Book (EXP)	49	62	27	138
Fiction (FIC)	1065	1043	557	2665
Fiction Fantasy (FICF)	9	0	6	15
Fiction Mystery (FICM)	155	10	98	263
Fiction New (FICNEW)	252	239	197	688
Fiction Science Fiction (FICSF)	8	0	6	14
Fiction Western (FICW)	10	0	5	15
Genealogy (GENE)	0	1	0	1
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	4	37	9	50
Hanging Bags (HANG)	20	24	30	74
ILL (ILL)	67	59	35	161
Internet (INTR)	1245	2220	690	4155
Juv. Audio book (JAUDB)	14	33	13	60
Juv. Biography (JBIO)	35	61	8	104
Juv. Book on CD (JBCD)	0	0	0	0
Juv. Book on Tape (JBKT)	0	1	1	2
Juv. Compact Disc (JCD)	38	24	46	108
Juvenile Easy (JE)	682	979	591	2252
Juv. Easy Non-Fiction (JENF)	2	12	6	20
Juv. Easy Reader (JER)	339	259	245	843
Juv. Fiction (JFIC)	432	572	232	1236
Juv. Holiday (JHOL)	11	0	0	11
Juv. Magazine (JMAG)	46	10	24	80
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	462	1020	357	1839
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	0	0	5	5
Juv. Toddler (JTOD)	136	175	130	441
Large Print Fiction (LPF)	84	131	61	276
Large Print Nonfic (LPNF)	8	6	6	20
Magazine (MAG)	830	338	473	1641
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	35	17	7	59
Non-Fiction 100 (NF100)	28	37	28	93
Non-Fiction 200 (NF200)	43	81	25	149
Non-Fiction 300 (NF300)	111	138	101	350
Non-Fiction 400 (NF400)	4	6	9	19
Non-Fiction 500 (NF500)	36	49	13	98
Non-Fiction 600 (NF600)	269	354	133	756
Non-Fiction 700 (NF700)	36	120	21	177
Non-Fiction 800 (NF800)	4	16	5	25
Non-Fiction 900 (NF900)	14	36	8	58
Non-Fiction DVD (NFDVD)	52	91	73	216
Nonfiction (NFIC)	202	124	142	468
Nonfiction New (NFNEW)	59	104	51	214

Nonfiction VHS (NFVH)	25	53	13	91
Oversize (OVER)	0	0	0	0
Professional Coll. (PROF)	0	2	0	2
Parent Shelf Juv. Fic (PJF)	0	0	0	0
Parent Shelf Juv. NF (PSJNF)	10	0	0	10
Reference (REF)	70	95	35	200
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	24	27	5	56
Software (SWAR)	142	90	70	302
Vertical File (VF)	18	2	12	32
VHS	306	354	242	902
YA Audio book (YAUDB)	3	7	6	16
YA Biography (YAB)	2	7	0	9
YA Books on CD (YABKCD)	0	4	0	4
YA Books on Tape (YABKT)	0	1	0	1
YA Fiction (YAF)	108	203	167	478
YA Nonfiction (YANF)	32	54	30	116
YA Paperback Fic (YAPBF)	39	1	5	45
Storage (ZSTO)	16	0	1	17
				0
Free reads	312	400	155	867
Games/Puzzles	3	0	0	3
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	10012	13124	7149	30285

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	1960	1885	1113	4958
Nonfiction	1074	1354	643	3071
CHILDREN'S BOOKS				
Fiction	1613	1987	1198	4798
Nonfiction	520	1093	376	1989
YA BOOKS				
Fiction	151	241	181	573
Nonfiction	34	61	30	125
Magazines, Adult	830	338	473	1641
Magazines, Children	46	10	24	80
Sound Recordings, adult	531	797	480	1808
Sound Recordings, ch	72	82	90	244
Online databases	0	0	0	0
Software	142	90	70	302
Vertical file	18	2	12	32
VHS/DVD	1745	2865	1704	6314
Equipment	28	99	65	192
Total	8764	10904	6459	26127

A-V Circulation	2490	3834	2344	8668
A-V Circulation as % of total	28.4%	35.2%	36.3%	33.2%

April 2008

END OF MONTH:	DEMOTTE	RENSSELAER	WHEATFIELD
Total Materials Owned	63,685	57,349	40,257
Circulation Increase/Decrease	8.8%	10.3%	18.0%
XXXXXXXXXXXXX) XX XXXXXXXXXXXXX			
MONTHLY SYSTEM STATISTICS	2007	2008	% change
Current month's Circulation	23,417	26,127	11.6%
Jan. to date circulation	98,322	103,061	4.8%

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
16,839	16,932	11,748	11,732	11,133	11,181
16,632	16,693	18,880	18,761	9,090	9,136
					ADULT BOOKS
					Fiction
					Nonfiction
					CHILDREN'S BKS
12,322	12,354	10,760	10,811	8,338	8,378
9,230	9,242	5,682	5,759	4,541	4,556
					Nonfiction
					YA BOOKS
2,150	2,163	2,040	2,031	1,672	1,674
415	426	658	661	146	147
					Fiction
					Nonfiction
					0 Magazines,Adult
					0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,265	2,275	2,900	2,882	2,557	2,603
430	448	436	382	475	Sound Rec/Adult
25	25	16	16	1	Sound Rec/Child
316	319	367	372	133	1 Online Databases
3	3				Software
2,648	2,686	3,848	3,780	1,869	142
119	119	142	142	57	Vertical Files
63,394	63,685	57,497	57,349	40,012	1,903
					VHS/DVD
					Equipment
					TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
April 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	238	52	182	39	309	67	729	158
LOCAL HISTORY								
In person	2	1	8	2	18	5	28	8
Letters written	4	4	14	14	0	0	18	18
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1245	52	2220	93	690	29	4155	173
Computer software used	232	19	141	12	137	11	510	43
VCR Use	0	0	0	0	0	0	0	0
Microforms	6	1	19	3		0	25	3
CD ROM/Online databases	108	9	234	20	76	6	418	35
Typewriter use	1	0	0	0	1	0	2	0
Other equipment used		0	3	1		0	3	1
OTHER LIBRARY SERVICES USED								
Outreach activities	47	47	12	8		0	59	39
Notarized documents	1	0	11	3	1	0	13	3
Meeting Room Use (no. of group)	43	14	57	19	46	15	146	49
Study room use	16	1	29	2	31	3	76	6
Proctoring	0	0	0	0	0	0	0	0
Tax Forms distributed	67	1	56	1	0	0	123	1
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	37		377		146		560	
WIRELESS USE via patron owned pcs	96		63		41		200	
INTERLIBRARY LOANS								
Requests made for:	82	21	83	21	31	8	196	49
Items rec'd for:	70	35	94	47	35	18	199	100
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7842	7862	4108	19812
				0
Non-resident, paying	1	3	0	4
PLAC card users	0	4	0	4
Reciprocal borrowers	415	342	79	836

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	1	6	0	0	1	6	2	12
Children's Programs (0-13)	6	36	20	120	11	66	37	222
Number attending	206		235		378		819	
YA Programs (14-17)	2	12	2	12	2	12	6	36
Number attending	31		8		91		130	
Adult Programs	1	6	6	36	4	24	11	66
Number attending	105		152		65		322	
Senior Citizen Programs	11	66	7	42	2	12	20	120
Number attending	107		75		11		193	
Total Number of Programs	21	126	35	210	20	120	76	456
Total Persons Attending	449		470		545		1464	
Total Attending Same Month Last	574		805		366		1745	
Total Staff Hours Spent		382		493		282	1158	1142
Total Number of In-House Program	8		30		14		52	
Total Attendance	314		392		104		810	
Total Number of Outreach Program	13		5		6		24	
Total Attendance	135		78		441		654	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6407	73.8%	7101	64.7%	4723	72.7%	18231	69.7%
Corporate	28	0.3%	67	0.6%	14	0.2%	109	0.4%
Juvenile 0-11	474	5.5%	784	7.1%	199	3.1%	1457	5.6%
Juvenile-AV	499	5.7%	800	7.3%	559	8.6%	1858	7.1%
Nonresident No Fee	7	0.1%	224	2.0%	62	1.0%	293	1.1%
Nonresident Fee	0	0.0%	1	0.0%	0	0.0%	1	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	424	4.9%	348	3.2%	39	0.6%	811	3.1%
Reciprocal Juvenile	4	0.0%	22	0.2%	0	0.0%	26	0.1%
Reciprocal Juvenile AV	7	0.1%	34	0.3%	0	0.0%	41	0.2%
Reciprocal YA	0	0.0%	8	0.1%	0	0.0%	8	0.0%
Reciprocal YA AV	0	0.0%	23	0.2%	0	0.0%	23	0.1%
School	0	0.0%	15	0.1%	0	0.0%	15	0.1%
School AV	0	0.0%	9	0.1%	0	0.0%	9	0.0%
St. Joseph College	0	0.0%	72	0.7%	0	0.0%	72	0.3%
Staff	501	5.8%	889	8.1%	556	8.6%	1946	7.4%
Walking books	69	0.8%	45	0.4%	0	0.0%	114	0.4%
YA 12-17	63	0.7%	110	1.0%	81	1.2%	254	3.4%
YA-AV	202	2.3%	422	3.8%	261	4.0%	885	3.4%
Total	8685		10974		6494		26153	

All items borrowed by nonresidents

442 5.1%

756 6.9%

101 1.6%

1299 5.0%

I talked to Brian this afternoon and told him about the Board's directive regarding our sprinkler system. He is starting to do the yearly maintenance on it and it will be functional hopefully by the 3rd week of May.

There are 21 zones. Each one has a different time (as in time of day, and also the length of time it is on) it is programmed. He has tailored each one individually for those times to work out the best for what is being watered. For example, the grass areas can be set for every other day for 20 minutes each during times that aren't receiving lots of rain, the areas around the building are set for every third day for 11 minutes, because the plantings do not need as much water as grass. This is at a level to just keep it green, not golf course quality, but still attractive. This was adjusted last year to be more conscious of the water and electricity used, and also, the lawn is now established, and doesn't need the intensive watering like when it was just getting started. Last summer we worked together, (Brian and I), to water it at a level that kept it green but not overly so, cognoscente of the public viewing their tax dollars as being wasted, but still not letting it look unkempt and dry and the public viewing that we weren't keeping it up.

The sprinkling is done primarily in the morning, so that it is completed by the time we come to work and certainly completed by the time we are open. Patrons would not appreciate being "watered" as they come in or receiving a "car wash" with our hard water on the windy days and the water blows around. Early morning eliminates those problems that would be associated with doing it during times staff is here and when the public is using the library heavily. He had a night cycle going several times last year for some areas when it was really dry to try to catch up, but he will eliminate that and see if things still look good without it, when it becomes dry this summer.

We have a sensor that is supposed to detect rain and either turn off the cycle that would be running then, or not allow it to start. It is currently placed on the back side of the building and probably doesn't detect rain optimally. He will move the sensor to an inconspicuous place more in the open so it will sense the rain better, but won't be an obvious target for theft. It is a wireless sensor, so no cords are involved.

When I asked if all zones could be run at the same time, he said the water system is not built to get that kind of water out, so each zone would probably only have 6 inches of water bubbling up in a weak stream if all were turned on simultaneously. Thus it would not work to have all zones on because of getting enough water and because different areas require different attention. He comes by often to adjust the system when he sees that there is the need. He watches to see if there is too much in some areas or too little in other areas.

I hope this helps explain our system a little better. It is a very nice system and can do a lot of things as far as programming. It would probably not be in our best interest to have it running through its cycles only when I am here at work, but would be better to have the cycles run in the early morning before we come in.

On a related note, Brian noticed that there were some weeds coming up in our grass, so he added weed killer to the last application of fertilizer. He also disposed of our "run over" posts from the paper boxes for us. I had wondered what happened to them.

Diana

Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 12th DAY OF May, 2008.

NAY

AYE

Jody Melton
Mari Anne Sayler
Susan Beaudorff
Joan G. Floyd
Imogene N. Schuelz

ATTEST:

Jody Melton
Secretary of the Jasper County Public Library Board

JCPL FINANCIAL STATEMENT

F1

April 30, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$179,031.71	\$565,123.47	\$233,621.38	\$260,661.07	\$329,597.31
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$30.00	\$120.00	\$0.00	\$30.00	\$0.00
Gift Fund	\$7,476.70	\$443.02	\$1,850.30	\$2,390.02	\$5,109.45	\$10,735.85
DeMotte	\$2,752.56	\$124.84	\$993.75	\$205.00	\$338.00	\$2,096.81
Rensselaer	\$3,147.64	\$208.23	\$692.44	\$1,901.00	\$4,462.43	\$6,917.63
Wheatfield	\$1,576.50	\$109.95	\$164.11	\$284.02	\$309.02	\$1,721.41
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$51.09	\$818.44	\$180,859.06
Includes Investments of: \$150,000.00						
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$158,477.50	\$64,229.36	\$64,229.36	\$169,824.36
Includes Investments of: \$100,000.00						
Rainy Day Fund	\$127,794.00	\$0.00	\$27,033.06	\$0.00	\$108,132.68	\$208,893.62
Includes Investments of: \$125,000.00						
State Technology Fund G	\$7,711.97	\$1,020.00	\$4,080.00	\$0.00	\$0.00	\$3,631.97
Capital Projects Fund	\$295,416.57	(\$1,250.00)	\$5,091.61	\$54,814.10	\$56,059.99	\$346,384.95
Includes Investments of: \$250,000.00						
Host/Hospitality Fund	\$0.00	\$390.00	\$390.00	\$390.00	\$390.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Satellite Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Fund	\$24,523.21	\$199.99	\$607.76	\$7.75	\$460.58	\$24,376.03
Includes Investments of: \$0.00						
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,787.80	\$22,322.90	\$5,787.80	\$22,322.90	\$0.00
FICA Tax Collected	\$0.00	\$5,814.23	\$22,727.63	\$5,814.23	\$22,727.63	\$0.00
State Tax Collected	\$2,435.82	\$2,554.24	\$10,238.53	\$2,723.68	\$10,526.39	\$2,723.68
County Tax Collected	\$1,809.13	\$1,865.57	\$7,593.56	\$1,996.34	\$7,780.82	\$1,996.39
Deferred Comp.	\$0.00	\$2,420.00	\$9,680.00	\$2,420.00	\$9,680.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$2,029.80	\$9,632.36	\$2,029.80	\$9,632.36	\$0.00
Employee Life Insur.	\$1.00	\$135.80	\$553.20	\$135.80	\$552.20	\$0.00
Employee P.E.R.F.	\$5,882.32	\$6,153.53	\$12,035.85	\$2,089.65	\$8,243.18	\$2,089.65
Garnishments	\$0.00	\$49.04	\$175.84	\$49.04	\$175.84	\$0.00
Credit Union	\$0.00	\$2,834.49	\$11,106.37	\$2,834.49	\$11,106.37	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$209,509.22	\$868,839.94	\$381,384.53	\$598,639.26	\$1,281,322.87

Bank Balances
Jasper County Public Library
Report as of: 4/30/2008

<i>Bank</i>		
1	Alliance Bank	\$588,083.92
2	Demotte State Bank	\$12,793.86
3	Alliance Bank-LIRF Acct	\$30,859.06
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$24,376.03
7	Rens. Banking Ctr CD#400040231	\$150,000.00
8	Rens. Banking Ctr CD#400040232	\$250,000.00
9	Rens. Banking Ctr CD#400040233	\$100,000.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$125,000.00
<i>Total all banks =</i>		<i>\$1,281,322.87</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 4/1/2008 To 4/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$65.21	(\$65.21)	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,243.20	\$16,911.27	\$34,774.73	32.7
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$69,834.46	\$273,966.83	\$583,157.17	32.0
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$3,955.90	\$15,848.09	\$41,795.91	27.5
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,814.23	\$22,727.63	\$47,960.37	32.2
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$2,187.76	\$2,605.63	\$2,979.37	46.7
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$15,384.93	\$30,021.02	\$33,726.98	47.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$3,900.35	\$23,018.57	\$66,717.43	25.7
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$105,320.83	\$385,164.25	\$811,046.75	32.2
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$0.00	\$212.53	\$737.47	22.4
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$1,954.11	\$3,165.88	\$6,834.12	31.7
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$810.28	\$2,373.26	\$2,376.74	50.0
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$820.33	\$1,825.09	\$3,482.91	34.4
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$0.00	\$238.42	\$511.58	31.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$21.13	\$178.87	10.6
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$53.25	\$350.20	(\$50.20)	116.7
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$517.74	\$1,632.98	\$11,427.62	12.5
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$78.29	\$78.29	\$71.71	52.2
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$4,234.00	\$9,897.78	\$26,120.82	27.5
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$0.00	\$6,891.00	\$75.00	\$3,589.00	\$3,302.00	52.1
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$209.92	\$776.22	\$1,523.78	33.7
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$1,864.81	\$2,814.60	\$1,185.40	70.4
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$1,647.25	\$5,449.73	\$12,950.27	29.6
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$137.58	\$2,215.85	\$7,806.15	22.1
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$111.42	\$316.05	\$1,683.95	15.8
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$390.00	\$1,560.00	\$29,040.00	5.1
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$0.00	\$75.30	\$824.70	8.4
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00	0.0
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$55.00	\$200.00	21.6
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$11,009.00	\$12,778.00	\$12,751.00	50.1
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$3,299.98	\$16,288.44	\$28,711.56	36.2
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$4,713.27	\$18,328.74	\$43,671.26	29.6
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$119.85	\$394.85	\$625.15	38.7
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$458.62	\$1,523.87	\$2,536.13	37.5
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$6,431.66	\$19,525.00	\$32,252.00	37.7

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	0.0
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$149.85	\$90.15	62.4
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$124.00	\$1,925.99	\$386.01	83.3
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$185.94	\$185.94	\$325.00	36.4
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$48.51	\$148.51	\$39.55	\$117.39	\$31.12	79.0
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$4,214.96	\$10,003.55	\$56,191.45	15.1
Subtotal	\$368,046.00	\$234.45	\$368,280.45	\$35,042.76	\$98,073.37	\$270,207.08	26.6
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$591.68	\$2,106.06	\$9,479.94	18.2
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$14,613.45	\$38,647.27	\$116,803.10	24.9
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$11,842.66	\$13,429.23	\$6,750.77	66.5
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$7,386.33	\$17,805.51	\$58,582.53	23.3
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$34,434.12	\$71,988.07	\$191,616.34	27.3
Grand Total	\$1,847,483.00	\$16,631.46	\$1,864,114.46	\$179,031.71	\$565,123.47	\$1,298,990.99	30.3

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$16,631.46

Voucher List**Jasper County Public Library****Report Date: From 4/1/2008 To 4/30/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27058	257	AARON'S LAWN CARE	4/14/2008	Snow Removal - Wh (1/30-3/5/08); DeM - (2/27-3/05/08)	\$1,440.00
27059	258	A. C. RICH, INC.	4/14/2008	Repairs to Mtg. Room Partition (lock)@ Wh. Lib.	\$257.50
27060	259	ACP DIRECT	4/14/2008	Printer Cartridges	\$640.67
27061	260	ANGELA BARTON	4/14/2008	Fish tank supplies	\$9.85
27062	261	ASI SIGN SYSTEMS	4/14/2008	Self-Checkout Suspended Signage - DeM & Rens. Lib	\$511.70
27063	262	BAKER & TAYLOR	4/14/2008	Books, Gift Books, AV, Continuations	\$13,005.47
27064	263	BAKER & TAYLOR ENTERTAIN	4/14/2008	DVDs	\$406.64
27065	264	BLOOMFIELD CORPORATION	4/14/2008	Labor/Mileage investigate problem on warranty part - Indoor Blower Motor defective at unit shut off switch	\$362.50
27066	265	BRENDA THOMPSON	4/14/2008	Mileage: PR Counterparts, Mgmt Mtg, Books to Bridging Bks Mtg.	\$96.99
27067	266	BRODART CO.	4/14/2008	Literature/Magazine Holders-DeM. Lib.	\$94.80
27068	267	CAPITAL ONE BANK	4/14/2008	Mtg. Expenses, DVDs ret'd, Mtg Rm supplies, headphones (Wh), binders, cleaing solution	\$188.05
27069	268	CARRIE HOLOBOWSKI	4/14/2008	Lost Books ret'd - refund less overdue fee and processing fees	\$24.57
27070	269	CHESTER TECHNOLOGIES	4/14/2008	OKI Printer Toner Cartridges	\$780.00
27071	270	COMMEMORATIVE PUBLICATI	4/14/2008	2008 Beijing Commemorative Summer Games Olympic Book-3 (PRE-PAY)	\$193.50
27072	271	CULLIGAN	4/14/2008	Water Cooler rental-Wh. Lib. (April)	\$9.95
27073	272	DIANA KOOY	4/14/2008	PLA Expenses & Transit passes; Mileage: Bank Deposits, Books to Bridges Mtg, Disaster Rcovery Mtg, JC Reads Mtg.	\$107.95
27074	273	EDUCATION NETWORKS OF A	4/14/2008	Internet Connection & Traffic Prioritization - March 2008	\$1,460.00
27075	274	FACTS ON FILE, INC.	4/14/2008	Personal & Business Forms Updates 2008	\$346.68
27076	275	FLEX-PAC INC	4/14/2008	Kleenex, Jumbo TP, 2-ply towels, M-Folds, trash bags	\$548.49
27077	276	GA FOODS GROUP	4/14/2008	Film Group Expenses & Staff Mtg Expenses	\$17.47
27078	277	GAIL JUNG	4/14/2008	Petty Cash, Rensselaer Lib - Postage, Crafts, Geocache supply, labels, mtg. expense	\$50.26
27079	278	GAIL JUNG	4/14/2008	Mileage-April Bd Mtg @ DeMotte	\$22.22
27080	279	GALE	4/14/2008	Books	\$1,057.80
27081	280	GPN EDUCATIONAL MEDIA	4/14/2008	Hooked on Phonics - QVC Classic & Letter 1002	\$199.95
27082	281	HERITAGE OFFICE PRODUCT	4/14/2008	Name badges - N. Phillips, R. Gilmore, T. Hamel, B. Thompson	\$51.50
27083	282	HIGHSMITH CO. INC.	4/14/2008	Bookmarks, Posters, Summer Rdg Materials, Tatoos, mobile, rubber stamps, magnets, etc. T-Shirts	\$234.86
27084	283	HP PRODUCTS CORP.	4/14/2008	Windsor VSE Vacuum parts-Rens.	\$113.34
27085	284	INDIANA DEPT. OF WORKFOR	4/14/2008	1st Qtr Unemployment payment	\$2,187.76
27086	285	INDIANA INSURANCE COMPA	4/14/2008	Semi-Annual Insurance Pymt, Bldg & Worker's Comp, 4/16-10/16/08	\$11,009.00
27087	286	INDIANA STATE LIBRARY	4/14/2008	PLAC Card Sales- 1st Qtr 2008 -DeM	\$30.00
27088	287	INGRAM	4/14/2008	Paperbacks	\$49.27
27089	288	INSPIRATIONAL DISTRIBUTOR	4/14/2008	Chrisitan books	\$48.31
27090	289	KEITH EVANS	4/14/2008	Bubbleologist Program @ Rens., Apr 22.	\$75.00
27091	290	KIM DELGER	4/14/2008	Circulation Counterparts Mtg Mileage	\$30.30
27092	291	KOLORTECH, INC.	4/14/2008	Fluorescent Tubes - Rens Lib. & DeM.	\$764.49
27093	292	KONE, INC.	4/14/2008	Elevator Maintenance Contract, 4/1-6/30/08	\$437.40
27094	293	LANDMARK AUDIOBOOKS	4/14/2008	Annual Music CD Lease Plan-DeM. Lib.	\$2,220.00
27095	294	LINDA POORTENGA	4/14/2008	PLA Expenses, Transit pass; Mileage -Mgmt/Continuations Mtg, Friends Mtg, Br. Counterparts Mtg, Books to Bridge Mtg; book	\$141.18
27096	295	MIDWEST TAPE	4/14/2008	DVD's	\$115.92

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27097	296	OFFICE DEPOT	4/14/2008	Laser Brochure (Newsletter) paper	\$17.99
27098	297	ORIENTAL TRADING CO., INC	4/14/2008	Ch. Supplies: Nametags, crayons, caterpillar tunnel	\$86.74
27099	298	OSBY WATER CONDITIONING	4/14/2008	Chemicals - Wh. Softner System	\$24.00
27100	299	PATRICK R. OATIS	4/14/2008	Sign Language Program @ Wh. Lib., 4/4-5/8/08 - 13 participants	\$390.00
27101	300	PATTY STRINGFELLOW	4/14/2008	Phone calls-library closing 2/19/08; mileage-Architect & Board Mtg, DeM Br. Mgr Evaluation	\$46.26
27102	301	FINDAWAY WORLD, LLC	4/14/2008	PlayAways & Circ. Cases	\$110.44
27103	302	POPULAR SUBSCRIPTION SE	4/14/2008	Annual Magazine Order	\$11,685.28
27104	303	POSTMASTER	4/14/2008	Stamps: 4000 - Forever; 100-\$.55; 100-\$1.00; 40-\$.90	\$1,831.00
27105	304	PRAIRIE WRITERS GUILD	4/14/2008	'From the Edge of the Prairie 2007' book	\$16.50
27106	305	PRECISION CONTROL SYSTE	4/14/2008	Installed clamps on gas cushion chamber, replaced limit control on boiler @ DeM	\$321.69
27107	306	PUBLIC EMPLOYEES' RETIRE	4/14/2008	1st Qtr. PERF Payment-Employee & Employer portions	\$21,538.46
27108	307	QUILL CORPORATION	4/14/2008	Binders, Constr. Paper, labels, indexes, laminate, pens, print cartridges, labeler refill	\$305.34
27109	308	RACHAEL CAVINDER	4/14/2008	Mileage: Pre-school read, mgmt mtg, summer rdg roundtable	\$51.51
27110	309	RECORDED BOOKS, LLC	4/14/2008	Replacement tape-Cold Moon	\$5.95
27111	310	ROEING CORPORATION	4/14/2008	Annual Maintenance Contract-Final Installment. Correct fund on A/P 58.	\$1,499.00
27112	311	ROTARY CLUB of RENSSELA	4/14/2008	Membership Dues-Jan/Feb - Stringfellow	\$24.00
27113	312	S & S WORLDWIDE, INC	4/14/2008	Constr. Paper, craft materials-Rens. Ch.	\$190.63
27114	313	SCHOLASTIC LIBRARY PUBLIS	4/14/2008	Children books, America the Beautiful series	\$581.60
27115	314	SELINA PETERSON	4/14/2008	Lost Music CD returned- refund item cost	\$14.98
27116	315	SUE TOBIAS	4/14/2008	Mileage: Sutton Ins. Seminar, Hoosier Start Seminar, check signed	\$272.10
27117	316	SUSAN ENGELMANN	4/14/2008	DVDs, PLA & Counterparts Mtg expenses, Books, Easter program expenses	\$354.37
27118	317	TEACHING COMPANY	4/14/2008	Great Courses - Algebra, Math	\$239.85
27119	318	TEAM SOFTWARE SOLUTION	4/14/2008	Public Web Browser Version 2 Annual Renewal, 5/16/08-5/15/09	\$125.00
27120	319	TECH SMITH	4/14/2008	Snagit v8.2 Software-Single user license	\$67.90
27121	320	TESS HAMEL	4/14/2008	Mileage-Marketing Committee Mtg	\$22.22
27122	321	TLC HOME IMPROVEMENTS, L	4/14/2008	Snow Removal, 1/26-2/29/08 Rens. Lib.	\$385.00
27123	322	UNIQUE MANAGEMENT SERVI	4/14/2008	Collections-Feb & March initial and secondary placements	\$493.56
27124	323	VISION SERVICE PLAN- (IN)	4/14/2008	Vision Premium-April (14 employees)	\$127.82
27125	324	WAL-MART COMMUNITY BRC	4/14/2008	DVDs, music CDs, styrofoam, CD-RW diskettes, labeler refill, ch. Crafts, report covers, erasers, copy paper, Liq. Soap, fantastik, Works bowl cleaner, air freshners, mop refill, lysol, cleaning rags, etc.	\$2,834.57
27126	325	WEBBALANCED TECHNOLOGI	4/14/2008	Internet Filtering, 4/1-7/15/08	\$360.00
27127	326	WHEATFIELD CHAMBER OF C	4/14/2008	Annual Chamber dues-Wh. Lib. (12/07-12/08)	\$100.00
27128	327	YVONNE DEL VECCHIO	4/14/2008	Mileage: Walking Bks, Community Connection deliveries	\$29.85
27129	328	ZIESE PLUMBING, HEATING, &	4/14/2008	Water Cooler replacement-Rens. Lib.	\$1,262.00
150161	329	CAPITAL ONE BANK	4/14/2008	Bissell Scrubber-Wh. Construction Project	\$199.99
27130	330	KATHLEEN KRISTOFF	4/14/2008	Ch. Supplies-gift wrap, tissue paper @ DeM.	\$19.68
27131	331	ALLIED WASTE SERVICES #71	4/10/2008	Trash Pick up for Wheatfield for April	\$52.15
27132	332	ANTHEM BLUE CROSS BLUE S	4/10/2008	Health Insurance Premium -April 2008	\$5,654.04
27133	333	ANTHEM LIFE	4/10/2008	Health Insurance Premium -April 2008	\$116.09
27134	334	EDWARD YOUNG	4/10/2008	Courier Mileage, 3/16-3/31/08	\$333.30
27135	335	GREAT-WEST RETIREMENT S	4/10/2008	Annuity w/held from 10 April 08 payroll (8 employees)	\$1,210.00
0	336	INDIANA DEPARTMENT OF RE	4/18/2008	EFT-State and County Tax Withheld March '08 Ref#88619 Verf Code 33	\$4,419.81
0	337	IRS USA TAXPAYMENT	4/11/2008	EFT-Federal & FICA w/held from 10 April 08 payroll, Ref #00056262	\$8,660.17
27136	338	NIPSCO	4/10/2008	Wheatfield Utilities (3/05/08-4/1/08)	\$1,605.15

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27137	339	NORTHWESTERN INDIANA TE	4/10/2008	DeMotte Local Phone Services	\$155.71
27138	340	OED OFFICE OF ENERGY & D	4/10/2008	1st Qtr Pymt PFEEP Loan of 2002	\$2,402.97
27139	341	PREMIER WASTE & RECYCLIN	4/10/2008	Trash Pick-up, 4/1/08-6/30/08, DeM. Lib	\$150.00
27140	342	THE TIMES	4/10/2008	Annual Subscription-Rens 4/28/08-4/27/09	\$221.00
27141	343	TOWN OF DEMOTTE	4/10/2008	February Waste Disposal Services-DeM.	\$68.42
27142	344	TOWN OF WHEATFIELD SEW	4/10/2008	April sewer fee, Wh. Lib.	\$56.65
27143	345	U S TREASURY	4/10/2008	W/held from 04/10/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$24.52
27144	346	FIRST TRUST CREDIT UNION	4/10/2008	Withheld from 10 APR 08 Payroll	\$1,440.32
0	347	PAYROLL	4/10/2008	PAYROLL	\$38,860.47
27145	348	CULLIGAN	4/14/2008	Water Cooler Water-Wh. Lib.	\$56.00
27146	349	JENNIFER L. DOUTHIT	4/14/2008	Reimbursement of State & Local Taxes w/held on 2006 Overpayment	\$185.94
27147	350	PEGGY WOODS	4/14/2008	DVDs, Music CDs, Software - Wal-Mart	\$1,144.98
27148	351	AFLAC	4/25/2008	Supplemental Insurance Premium-April -Payroll W/holding (Woods, Molenaar, B. Thompson)	\$168.00
27149	352	CITY OF RENSSELAER	4/25/2008	Rensselaer Lib Utilities, 3/11/08-4/8/08	\$2,998.56
27150	353	EDWARD YOUNG	4/25/2008	Courier Mileage, 4/1/08-4/15/08	\$333.30
27151	354	EMBARQ	4/25/2008	Long Distance calls, 2/8/08-3/08	\$52.39
27152	355	FIRST TRUST CREDIT UNION	4/25/2008	Withheld from 25 APR 08 Payroll	\$1,394.17
27153	356	GREAT-WEST RETIREMENT S	4/25/2008	Annuity w/held from 25 April 08 payroll (8 employees)	\$1,210.00
0	357	IRS USA TAXPAYMENT	4/28/2008	EFT-Federal & FICA w/held from 25 April 08 payroll, Ref #00922733	\$8,756.09
27154	358	NIPSCO	4/25/2008	DeMotte Utilities (3/07/08-4/8/08)	\$3,604.79
0	359	PAYROLL	4/25/2008	PAYROLL	\$39,173.09
27155	360	U S TREASURY	4/25/2008	W/held from 04/25/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$24.52
Total Amount of Claims					\$209,509.22

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, May 01, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$209,509.22

Date this 12 day of May, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Printed on Thursday, May 01, 2008

Page 3 of 3

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

April 30, 2008

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$3,078.43	\$12,524.15
DeMotte	\$877.85	\$3,539.22		
Rensselaer	\$1,281.93	\$5,590.53		
Wheatfield	\$918.65	\$3,394.40		
PHOTOCOPIES:			\$779.56	\$2,966.49
DeMotte	\$310.35	\$1,060.35		
Rensselaer	\$291.11	\$1,177.38		
Wheatfield	\$178.10	\$728.76		
INTEREST:			\$685.74	\$6,229.38
Checking/Repurchase/Savings/CD's	\$685.74	\$6,229.38		
TAXES:			\$228,691.71	\$228,691.71
Property Tax	\$169,082.57	\$169,082.57		
License Excise Tax	\$59,609.14	\$59,609.14		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$0.00		
Local Option/Property Tax Repl.	\$0.00	\$0.00		
REFUNDS:			\$385.94	\$10,249.34
Rebates/Refund	\$185.94	\$846.01		
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33		
Meeting Room Rental	\$200.00	\$250.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$0.00		
Interfund Transfer	\$0.00	\$8,592.00		
Miscellaneous Receipts	\$0.00	\$150.00		
TOTAL OPERATING FUND RECEIPTS.....			\$233,621.38	\$260,661.07
PLAC FUND:-.....			\$0.00	\$30.00
GIFT FUNDS:			\$2,390.02	\$5,109.45
DeMotte	\$205.00	\$338.00		
Rensselaer	\$1,901.00	\$4,462.43		
Wheatfield	\$284.02	\$309.02		
LIB. IMPROV. RESERVE FUND: (Interest).....			\$51.09	\$818.44
BOND & INTEREST REDEMPTION FUND:			\$64,229.36	\$64,229.36
Property Tax	\$53,320.61	\$53,320.61		
License Excise Tax	\$10,908.75	\$10,908.75		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND (CAGIT Spec Distribution):			\$0.00	\$108,132.68
STATE TECHNOLOGY FUND GRANT FUND:-.....			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$54,814.10	\$56,059.99
Interest Earned	\$92.72	\$1,338.61		
Property Tax	\$39,639.67	\$39,639.67		
License Excise Tax	\$15,081.71	\$15,081.71		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$390.00	\$390.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SATELLITE FUND:			\$0.00	\$0.00
CONSTRUCTION FUND:			\$7.75	\$460.58
Int. Earned(Chkg.,CD's,Escrow)	\$7.75	\$460.58		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$355,503.70	\$495,891.57

WITHHOLDING ACCOUNT FUNDS:

FIT Tax Collected	\$5,787.80	\$22,322.90
FICA Collected	\$5,814.23	\$22,727.63
State Tax Collected	\$2,723.68	\$10,526.39
County Tax Collected	\$1,996.34	\$7,780.82
Deferred Comp Plan	\$2,420.00	\$9,680.00
Pre-tax Insurance Plans	\$2,029.80	\$9,632.36
Life Insurance	\$135.80	\$552.20
PERF	\$2,089.65	\$8,243.18
Garnishments	\$49.04	\$175.84
Credit Union	\$2,834.49	\$11,106.37
EIC	\$0.00	\$0.00
Repayment	\$0.00	\$0.00

\$25,880.83

\$102,747.69

TOTAL RECEIPTS - ALL FUNDS.....**\$381,384.53****\$598,639.26**

Voucher List

Jasper County Public Library

Report Date: From 5/1/2008 To 5/12/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27156	361	ACE HARDWARE	5/12/2008	Drill Bit, Nuts/Bolts/Nails	\$20.48
27157	362	ACP DIRECT	5/12/2008	Printer Cartridges	\$409.89
27158	363	ADVANCED IMAGING SOLUTI	5/12/2008	Annual Mtnce Contract, 4-21/08-4/21/09, Lanier Copier @ DeMotte	\$847.00
27159	364	ADVISORS MARKETING GROU	5/12/2008	Totes with Custom Logo	\$336.40
27160	365	AFFORDABLE ALTERNATIVES	5/12/2008	\$1/day fine labels	\$25.40
27161	366	ALLSOURCE TELECOM, LLC	5/12/2008	Added Jack on Existing Cable, Programmed phones	\$110.00
27162	367	ANGELA BARTON	5/12/2008	Pop & Coke for Food Fear Factor, Fish, Mileage	\$128.02
27216	368	BAKER & TAYLOR	5/12/2008	Books, Gift Books, AV, Continuations	\$8,649.50
27164	369	BAKER & TAYLOR ENTERTAIN	5/12/2008	DVDs	\$156.74
27165	370	BEARPORT PUBLISHING	5/12/2008	Books	\$37.88
27218	371	BLOOMFIELD CORPORATION	5/12/2008	Annual Maintenance Agreement Renewal 6/13/08-6/12/09, Replaced belt	\$2,627.17
27167	372	BLUETARP FINANCIAL, INC	5/12/2008	Screws, Wall Hangers, Ceiling Panels	\$56.29
27168	373	BRENDA THOMPSON	5/12/2008	Mileage: LLN, Board Mtg, Ebay Training, Department Heads	\$100.30
27169	374	BRENT HOFFMAN	5/12/2008	DeMotte Leaf Clean up, Mowed Rensselaer 4/23,4/30; DeMotte 4/24; Wheatfield 4/25	\$125.00
27170	375	CAPITAL ONE BANK	5/12/2008	Meals, Travel and Lodging for PLA, Meals and Lodging for CIL, Flowers for Delger, FedEx Books	\$2,524.81
27171	376	CAPSTONE PRESS	5/12/2008	Books	\$671.10
27172	377	CHILD'S WORLD, INC	5/12/2008	Books	\$218.75
27173	378	CULLIGAN	5/12/2008	Water Cooler rental-WWh. Lib. (May)	\$9.95
27174	379	DAVIDSON TITLES INC.	5/12/2008	Books	\$3,312.34
27175	380	DEMCO	5/12/2008	Poly Sheet Protectors, Pocket Folders, Labels, Subject Classification Labels	\$50.37
27176	381	DEX	5/12/2008	Embarq Yellow Page listings (May, June, July)	\$258.00
27177	382	EDUCATION NETWORKS OF A	5/12/2008	Internet Connection & Traffic Prioritization - April 2008	\$1,460.00
27178	383	EVELYN BRISTOL	5/12/2008	Snickers for Survey	\$19.70
27179	384	4 IMPRINT, INC.	5/12/2008	Imprinted bag clips	\$334.36
27180	385	FASE'S WATER TREATMENT	5/12/2008	5-RedOut, DeM. Water Softener	\$60.00
27181	386	FINDAWAY WORLD, LLC	5/12/2008	Foam Insert	\$12.71
27182	387	FLEX-PAC INC	5/12/2008	Paper towels, soap, gloves, garbage liners	\$342.74
27183	388	GALE	5/12/2008	Books & Legal Form subscription	\$3,942.97
27184	389	GUMDROP BOOKS	5/12/2008	Books	\$2,766.99
27185	390	HEINEMANN LIBRARY	5/12/2008	Books	\$184.25
27186	391	HERITAGE OFFICE PRODUCT	5/12/2008	Double pocket folders	\$51.13
27187	392	INGRAM	5/12/2008	Paperbacks	\$41.88
27188	393	JASPER COUNTY HOSPITAL	5/12/2008	May 2008 Water Testing (Coliform & Nitrates)-DeM Lib	\$17.00
27189	394	JENNIFER MINTER	5/12/2008	Overpayment of Collections fines and fees	\$79.95
27190	395	KAPER'S BUILDING MATERIAL,	5/12/2008	Ceiling Tiles	\$86.50
27191	396	KIRBY RISK CORPORATION	5/12/2008	Ballast	\$55.05
27192	397	LINDA THOMPSON	5/12/2008	Mileage to Bank	\$12.12
27193	398	MANUFACTURERS' NEWS, IN	5/12/2008	Continuations	\$142.95
27194	399	MIDWEST TAPE	5/12/2008	DVDs	\$358.96
27195	400	MISHAWAKA-PENN-HARRIS P	5/12/2008	Book in Collections from ILL	\$20.00
27196	401	NAPPANEE PUBLIC LIBRARY	5/12/2008	2008 Consortium Dues	\$100.00
27197	402	OFFICE DEPOT	5/12/2008	Clear Film Protector	\$428.23
27198	403	OLLIS BOOK CORPORATION	5/12/2008	Books	\$2,642.83
27199	404	ORIENTAL TRADING CO., INC	5/12/2008	Craft Kits for Summer Reading	\$39.75

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27200	405	PATTY STRINGFELLOW	5/12/2008	Mileage: Director's Mtg, LLN Mtg, Branch Visit, Incolsa Mtg, Lunch Director's Mtg	\$178.77
27201	406	POPULAR SUBSCRIPTION SE	5/12/2008	Additional Subscription Payment	\$757.78
27202	407	PRECISION CONTROL SYSTE	5/12/2008	Replace Gas Chamber on Boiler, found leak in water line, replaced valve, installed gas pressure gauge to boiler, bought & installed new air flow switch	\$4,187.49
27203	408	QUILL CORPORATION	5/12/2008	Tape, bic liner, pencils, rubber tape, index cards, pens, paper, color copy paper, toner, drum, sticky notes	\$1,030.29
27204	409	RAYANN GILMORE	5/12/2008	Mileage: Graphics Counterparts	\$66.66
27205	410	RELIABLE EXTERMINATORS, I	5/12/2008	Exterior Pest Control Application @ Rens.	\$152.00
27206	411	RENSSELAER REPUBLICAN	5/12/2008	Annual Dm Newspaper Subsc - 5/31/08-5/31/09	\$115.00
27207	412	SUSAN ENGELMANN	5/12/2008	Mileage: Management & B2Br	\$79.29
27208	413	TERRY R. CURIN	5/12/2008	Fix Fire Proof File Cabinet/Bus. Office	\$25.00
27209	414	TIM SCHULTZ	5/12/2008	Mileage - Board Mtgs	\$22.22
27210	415	TYSEN'S COUNTRY GROCERY	5/12/2008	Children's Supplies	\$21.70
27211	416	ULINE	5/12/2008	DVD cases, CD cases	\$344.85
27212	417	VISION SERVICE PLAN- (IN)	5/12/2008	Vision Premium-April (14 employees)	\$127.82
27213	418	V.I.E.W., INC.	5/12/2008	DVD's	\$112.10
27214	419	WAL-MART COMMUNITY BRC	5/12/2008	Batteries, DVDs, Snickers for survey	\$251.88
27215	420	WORKER TRAINING FUND	5/12/2008	Training Assessment Fee-2007 payable 2008	\$104.13
27219	421	ALLIED WASTE SERVICES #71	5/9/2008	Trash Pick up for Wheatfield for April	\$52.52
27220	422	ANTHEM BLUE CROSS BLUE S	5/9/2008	Health Insurance Premium -May 2008	\$7,181.75
27221	423	ANTHEM LIFE	5/9/2008	Health Insurance Premium -May 2008	\$95.39
27222	424	EDWARD YOUNG	5/9/2008	Courier Mileage, 4/16/08-4/30/08	\$303.00
27223	425	FIRST TRUST CREDIT UNION	5/9/2008	Withheld from 9 May 08 Payroll	\$1,403.65
27224	426	GREAT-WEST RETIREMENT S	5/9/2008	Annuity w/held from 9 May 08 payroll (8 employees)	\$1,210.00
0	428	IRS USA TAXPAYMENT	5/12/2008	EFT-Federal & FICA w/held from 9 May 08 payroll, Ref #00990589	\$8,617.23
27225	429	JOSEPH ZELLON	5/9/2008	Courior Mileage: 4/16-4/30/08	\$30.30
27226	430	NIPSCO	5/9/2008	Wheatfield Utilities (4/2/08-5/1/08)	\$1,546.84
27227	431	NORTHWESTERN INDIANA TE	5/9/2008	DeMotte Local Phone Services	\$155.71
27228	432	THE TIMES	5/9/2008	Annual Subscription-Wh 5/13/08-5/13/09	\$221.00
27229	433	TOWN OF DEMOTTE	5/9/2008	March Waste Disposal Services-DeM.	\$68.42
27230	434	TOWN OF WHEATFIELD SEW	5/9/2008	May sewer fee, Wh. Lib.	\$56.65
27231	435	U S TREASURY	5/9/2008	W/held from 05/9/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$3.29
0	436	PAYROLL	5/9/2008	PAYROLL	\$38,716.44

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
Total Amount of Claims					\$101,114.63

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, May 07, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of **\$101,114.63**

Date this 12th day of May, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JUNE

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, June 9, 2008, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of May Board Meeting
Bills/Financial Reports
Policy Review (R 10; R 20)
Nonresident Borrowing Fee (R 20)
Interfund Loan Repayment (R 20)
Accounting Practices for 2008 (R 20)
DeMotte Arts and Crafts Festival (R 20-R 21)

General Business

DeMotte Public Library Roof (R 21)
DeMotte Public Library Boilers (R 21)
Capital Projects Fund-Notice of Adoption (R 21)
Advanced Tax Draw Resolution (R 21)
NORWEJ (R 18; R 21)

Information
Information
Action
Action
Action

Director's Report

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

May 12, 2008
Rensselaer Library

Present: Jody Melton, Joan Floyd, Susan Deardorff, Mari Anne Sayler, Timothy Schultz Jr., Patricia Stringfellow, Brenda Thompson, & Gail Jung.

Absent: Natalie Waling, Anne-Marie Egan

The **Executive Session** preceded the regular meeting to discuss and present the Library Director's annual job performance evaluation. No other subject was discussed. The regular meeting was then opened at 7:15 PM with a moment of silence.

Agenda & Consent Agenda Approval: M. Sayler moved, seconded by J. Melton, to approve the Agenda and Consent Agenda items including the minutes of the April Board Meeting, monthly bills, financial reports, and two staff to attend the IHS Midwestern Roots Conference. Motion passed. Board members requested a copy of fees for snow removal for DeMotte & Wheatfield Libraries.

Director's 2009 Salary: T. Schultz moved, seconded by M. Sayler, to increase the director's 2009 salary at the same percentage rate as set for staff. Motion passed unanimously.

Advance Draw Resolution: In an effort to receive any property tax monies collected as they become available, M. Sayler made a motion that we request an advanced draw of property taxes collected payable 30 days after submitting the signed resolution. J. Melton seconded the motion. Motion was unanimous.

Wheatfield Irrigation System: In response to a motion made at the April Board Meeting to manually control the sprinkler system, comments from Brian Orban (provided in the Board packet), outlining the intricacies of how the sprinkler system is programmed, the zones involved, timing, and length of each watering were considered. J. Floyd made a motion to amend last month's motion and allow B. Orban to handle the sprinkler system maintenance in as frugal of a manner as possible. Motion was seconded by T. Schultz. Motion passed. It was also noted that there are weeds in the landscaped areas and flower beds and dead fall plants are still visible.

DeMotte Roof: P. Stringfellow received a 'ball-park' estimate of \$69,200 for the DeMotte Library roof and \$68,000 for the Rensselaer roof from architect Harry Mohler. According to H. Mohler these estimates may be on the 'high' end. The estimates did not specify any details. The board gave the DeMotte roof a high priority since roof leaks are becoming more and more pronounced. H. Mohler will be asked to attend the June Board meeting to field questions and discuss next steps.

DeMotte Boiler: Boilers were down last week. Boiler #1 is now out of commission due to heat exchanger failure. Boiler #2 is operable, having received a new ignition board harvested from Boiler #1. Now that the worst of the heating season is behind us Boiler #2 should be able to handle the work load for now. Precision Control had provided us with costs for two types of high efficiency boilers with the more expensive one providing a better warranty. The quotes were \$19,898 and \$18,990 for one boiler; however, Terri Gibbs, Account Executive, with Precision

Control has a third less expensive option for the library to consider. He will meet with P. Stringfellow on-site to discuss these alternatives. T. Gibbs will be invited to the June Board Meeting to present his proposal.

The library is financially able to pay for one boiler and the DeMotte roof without asking for an additional appropriation by using the \$50,000 appropriated in LIRF and another \$50,000 from Rainy Day Fund.

Budget Workshop: State Library altered the method of transmitting the presentation, thus JCPL will not be hosting the workshop. Appropriate staff will be traveling to Porter County P.L. in Valparaiso on June 5th. Any board member who would also like to attend should contact P. Stringfellow by Friday, May 16, to reserve a spot.

On Local Government Workshop: Purdue Extension Office is offering a workshop on local budgets and circuit breakers on June 26th in Rensselaer from 1:00-3:30 PM central time. T. Schultz expressed interest in attending.

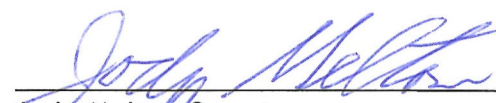
Director's Report: A new fund has been established to channel sales tax for items that the library sells to patrons and staff. The IN Department of Revenue requires the library to collect and then remit the tax at the end of the year. The May Financial Report will include the Sales Tax Fund.

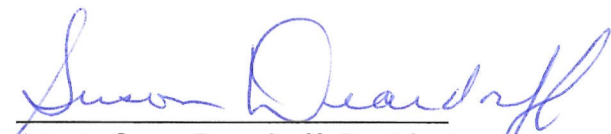
P. Stringfellow attended an HEA1001 Workshop in Portage on creative solutions to deal with reduced property tax revenue. It is anticipated that revenue reductions will continue over the next decade, affecting libraries and other governmental units.

In May we received our CAGIT distribution in a timely manner. We expect to be getting an advance on property tax distribution soon per the April Board Resolution.

FMLA regulations are being revised to include military leave accommodations. Statistics on the User/Non-User Surveys are being compiled and will be shared this summer. KV Post-News has not been publishing the library news lately due to lack of space. They did improperly edit a press release, and the end result did not convey a favorable image of the library. The editors of KV Post-News and Rensselaer Republican have been contacted about this matter.

Adjournment: With no further matters for discussion, J. Melton moved to adjourn at 8:00 PM.


Jody Melton, Secretary


Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
May 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	8	0	0	8
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJPBF)	0	0	0	0
Award Winning fiction (DAWFIC)	39	0	1	40
Award Winning non-fiction (DAWNF)	8	0	0	8
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	62	8	1	71
Books on CD (DBKCD)	127	2	4	133
Books on Tape (DBKT)	36	1	0	37
Compact Disc (DCD)	383	35	3	421
Digital Audiobooks (DDA)	11	1	0	12
DVD (DDVD)	1504	8	3	1515
Equipment (DEQP)	61	1	0	62
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	43	0	0	43
Fiction (DFIC)	976	28	30	1034
Fiction Fantasy (DFICF)	24	0	0	24
Fiction Mystery (DFICM)	126	7	1	134
Fiction New (DFICNEW)	282	12	9	303
Fiction Science Fiction (DFICSF)	7	4	0	11
Fiction Western (DFICW)	7	0	0	7
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	27	0	0	27
Hanging Bags (DHANG)	33	0	0	33
ILL (DILL)	61	1	0	62
Internet (DINTER)	1190	0	0	1190
Juv. Audio book (DJAUDB)	22	1	1	24
Juv. Biography (DJBIO)	67	1	2	70
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	40	0	6	46
Juvenile Easy (DJE)	655	9	3	667
Juv. Easy Non-fiction (DJENF)	23	1	0	24
Juv. Easy Reader (DJER)	408	1	6	415
Juv. Fiction (DJFIC)	501	16	6	523
Juv. Holiday books (DJHOL)	3	0	0	3
Juv. Magazine (DJMAG)	56	0	0	56
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	570	12	9	591
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	0	0	0	0

Juv. Toddler (DJTOD)	164	1	3	168
Large Print Fiction (DLPF)	107	2	4	113
Large Print Nonfic (DLPNF)	3	0	1	4
Magazine (DMAG)	904	2	9	915
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	14	0	0	14
Nonfiction 100 (DNF100)	23	3	0	26
Nonfiction 200 (DNF200)	33	4	3	40
Nonfiction 300 (DNF300)	92	7	7	106
Nonfiction 400 (DNF400)	5	0	0	5
Nonfiction 500 (DNF500)	32	1	1	34
Nonfiction 600 (DNF600)	271	8	8	287
Nonfiction 700 (DNF700)	111	2	0	113
Nonfiction 800 (DNF800)	2	0	0	2
Nonfiction 900 (DNF900)	19	0	0	19
Nonfiction DVD (DNFDVD)	50	0	2	52
Nonfiction (DNFIC)	105	21	6	132
Nonfiction New (DNFNEW)	59	6	2	67
Nonfiction VHS (DNFVHS)	24	3	0	27
Oversize (DOVER)	1	0	0	1
Professional Coll. (DPROF)	1	0	0	1
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	14	0	0	14
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	22	0	0	22
Software (DSWAR)	86	2	0	88
Vertical File (DVF)	2	0	0	2
VHS (DVHS)	343	2	1	346
YA Audio book (DYAUDB)	5	2	0	7
YA Biography (DYAB)	0	0	0	0
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	178	6	3	187
YA Nonfiction (DYANF)	25	2	2	29
YA Paperback Fic (DYAPBF)	98	3	0	101
Storage (DZSTO)	4	1	0	5
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	3	62	1	66
Books on CD (RBKCD)	3	128	1	132
Books on Tape (RBKT)	1	64	0	65
Compact Disc (RCD)	9	328	7	344
Digital Audiobooks (RDA)	0	9	0	9
DVD (RDVD)	8	2124	8	2140
Equipment (REQP)	0	70	0	70
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	58	0	58
Fiction (RFIC)	34	906	7	947

Fiction New (RFICNEW)	17	260	5	282
Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	41	1	42
Hanging Bag (RHANG)	0	7	0	7
ILL (RILL)	0	92	0	92
Internet (RINTER)	0	2033	0	2033
Juv. Audio book (RJAUDB)	1	23	0	24
Juv. Biography (RJBIO)	0	45	1	46
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	1	0	1
Juv. Compact Disc (RJCD)	0	25	0	25
Juvenile Easy (RJE)	5	690	0	695
Juv. Easy Non-fiction (RJENF)	0	18	0	18
Juv. Easy Reader (RJER)	0	273	2	275
Juv. Fiction (RJFIC)	22	472	5	499
Juv. Magazine (RJMAG)	0	19	0	19
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	8	537	2	547
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJTOD)	1	110	0	111
Large Print Fiction (RLPF)	9	155	6	170
Large Print Nonfic (RLPNF)	0	8	0	8
Magazine (RMAG)	2	326	3	331
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	0	12	0	12
Non-Fiction 100 (RNF100)	1	30	0	31
Non-Fiction 200 (RNF200)	1	21	0	22
Non-Fiction 300 (RNF300)	8	96	2	106
Non-Fiction 400 (RNF400)	2	10	0	12
Non-Fiction 500 (RNF500)	2	33	1	36
Non-Fiction 600 (RNF600)	20	220	5	245
Non-Fiction 700 (RNF700)	3	111	2	116
Non-Fiction 800 (RNF800)	1	18	0	19
Non-Fiction 900 (RNF900)	2	53	2	57
Nonfiction DVD (RNFDVD)	2	62	6	70
Nonfiction (RNFIC)	2	15	0	17
Nonfiction new (RNFNEW)	5	119	2	126
Nonfiction VHS (RNFVHS)	1	39	1	41
Oversize (ROVER)	0	0	0	0
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	0	0	0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	33	0	33
Software (RSWAR)	2	81	0	83
Vertical File (RVF)	0	5	0	5

VHS (RVHS)	9	227	2	238
YA Audio book (RYAUSB)		2	0	
YA Biography (RYAB)	0	3	0	3
YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	1	0	1
YA Fiction (RYAF)	8	179	3	190
YA Nonfiction (RYANF)	0	25	0	25
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	3	3	20	26
Books on CD (WBKCD)	11	13	128	152
Books on Tape (WBKT)	3	0	22	25
Compact Disc (WCD)	8	20	281	309
Digital Audiobooks (WDA)	0	0	3	3
DVD (WDVD)	8	8	1358	1374
Equipment (WEQP)	0	0	62	62
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	31	31
Fiction (WFIC)	54	27	480	561
Fiction Fantasy (WFICF)	2	1	4	7
Fiction Mystery (WFICM)	7	2	65	74
Fiction New (WFICNEW)	33	24	245	302
Fiction Science Fiction (WFICSF)	0	1	5	6
Fiction Western (WFICW)	1	0	2	3
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	0	0
Hanging Bags (WHANG)	1	0	37	38
ILL (WILL)	0	0	34	34
Internet (WINTER)	0	0	980	980
Juv. Audio book (WJAUSB)	2	4	8	14
Juv. Biography (WJBIO)	0	1	10	11
Juv. Book on CD (WJBKCD)	0	0	1	1
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	0	0	25	25
Juvenile Easy (WJE)	7	18	572	597
Juv. Easy Non-fiction (WJENF)	0	0	3	3
Juv. Easy Reader (WJER)	1	0	305	306
Juv. Fiction (WJFIC)	19	14	331	364
Juv. Magazine (WJMAG)	0	3	19	22
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	8	9	288	305
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	0	0
Juv. Toddler (WJTOD)	1	2	144	147
Large Print Fiction (WLPF)	9	2	83	94
Large Print Nonfic (WLPNF)	2	0	5	7
Magazine (WMAG)	1	0	362	363
Non-Fiction 000 (WNF000)	1	0	1	2

Non-Fiction 100 (WNF100)	0	6	14	20
Non-Fiction 200 (WNF200)	3	0	28	31
Non-Fiction 300 (WNF300)	0	5	52	57
Non-Fiction 400 (WNF400)	0	0	3	3
Non-Fiction 500 (WNF500)	0	0	19	19
Non-Fiction 600 (WNF600)	6	3	173	182
Non-Fiction 700 (WNF700)	0	0	22	22
Non-Fiction 800 (WNF800)	0	0	2	2
Non-Fiction 900 (WNF900)	0	1	12	13
Nonfiction DVD (WNFDVD)	0	0	60	60
Nonfiction (WNFIC)	7	7	61	75
Nonfiction New (WNFNEW)	7	4	65	76
Nonfiction VHS (WNFVHS)	0	0	8	8
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	1	0	1	2
Software (WSWAR)	0	2	58	60
Vertical File (WVF)	0	0	2	2
VHS (WVHS)	0	2	257	259
YA Audio book (WYAUDB)	0	0	10	10
YA Biography (WYAB)	0	1	0	1
YA Books on CD (WYABKCD)	0	1	3	4
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	15	20	137	172
YA Nonfiction (WYANF)	0	1	15	16
YA Paperback Fic (WYAPBF)	0	0	1	1
Storage (WZSTO)	0	0	0	0
TOTAL	10570	10711	7129	28408

CIRCULATION BY HOLDINGS CODE
May 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	8	0	0	8
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	39	0	1	40
Award Winning non-fiction (AWNf)	8	0	0	8
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	68	73	22	163
Books on CD (BKCD)	141	143	133	417
Books on Tape (BKT)	40	65	22	127
Compact Disc (CD)	400	383	291	1074
Digital Audiobooks (DA)	11	10	3	24

DVD (DVD)	1520	2140	1369	5029
Equipment (EQP)	61	71	62	194
See librarian (ERR)	0	0	0	0
Express Book (EXP)	43	58	31	132
Fiction (FIC)	1064	961	517	2542
Fiction Fantasy (FICF)	26	1	4	31
Fiction Mystery (FICM)	133	9	66	208
Fiction New (FICNEW)	332	296	259	887
Fiction Science Fiction (FICSF)	7	5	5	17
Fiction Western (FICW)	8	0	2	10
Genealogy (GENE)	0	0	0	0
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	27	41	1	69
Hanging Bags (HANG)	34	7	37	78
ILL (ILL)	61	93	34	188
Internet (INTR)	1190	2033	980	4203
Juv. Audio book (JAUDB)	25	28	9	62
Juv. Biography (JBIO)	67	47	13	127
Juv. Book on CD (JBCD)	0	0	1	1
Juv. Book on Tape (JBKT)	0	1	0	1
Juv. Compact Disc (JCD)	40	25	31	96
Juvenile Easy (JE)	667	717	575	1959
Juv. Easy Non-Fiction (JENF)	23	19	3	45
Juv. Easy Reader (JER)	409	274	313	996
Juv. Fiction (JFIC)	542	502	342	1386
Juv. Holiday (JHOL)	3	0	0	3
Juv. Magazine (JMAG)	56	22	19	97
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	586	558	299	1443
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	0	0	0	0
Juv. Toddler (JTOD)	166	113	147	426
Large Print Fiction (LPF)	125	159	93	377
Large Print Nonfic (LPNF)	5	8	6	19
Magazine (MAG)	907	328	374	1609
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	15	12	1	28
Non-Fiction 100 (NF100)	24	39	14	77
Non-Fiction 200 (NF200)	37	25	31	93
Non-Fiction 300 (NF300)	100	108	61	269
Non-Fiction 400 (NF400)	7	10	3	20
Non-Fiction 500 (NF500)	34	34	21	89
Non-Fiction 600 (NF600)	297	231	186	714
Non-Fiction 700 (NF700)	114	113	24	251
Non-Fiction 800 (NF800)	3	18	2	23
Non-Fiction 900 (NF900)	21	54	14	89
Non-Fiction DVD (NFDVD)	52	62	68	182
Nonfiction (NFIC)	114	43	67	224
Nonfiction New (NFNEW)	71	129	69	269

Nonfiction VHS (NFVH)	25	42	9	76
Oversize (OVER)	1	0	0	1
Professional Coll. (PROF)	1	0	0	1
Parent Shelf Juv. Fic (PJF)	0	0	0	0
Parent Shelf Juv. NF (PSJNF)	14	0	0	14
Reference (REF)	43	72	38	153
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	23	33	1	57
Software (SWAR)	88	85	58	231
Vertical File (VF)	2	7	2	11
VHS	352	231	260	843
YA Audio book (YAUSB)	5	4	10	19
YA Biography (YAB)	0	4	0	4
YA Books on CD (YABKCD)	0	1	3	4
YA Books on Tape (YABKT)	0	1	0	1
YA Fiction (YAF)	201	205	143	549
YA Nonfiction (YANF)	25	28	17	70
YA Paperback Fic (YAPBF)	98	3	1	102
Storage (ZSTO)	4	1	0	5
				0
Free reads	292	340	156	788
Games/Puzzles	7	3	0	10
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	10912	11128	7323	29363

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2034	1830	1133	4997
Nonfiction	1039	1095	594	2728
CHILDREN'S BOOKS				
Fiction	1831	1606	1378	4815
Nonfiction	701	624	315	1640
YA BOOKS				
Fiction	326	249	145	720
Nonfiction	25	32	17	74
Magazines, Adult	907	328	374	1609
Magazines, Children	56	22	19	97
Sound Recordings, adult	597	607	462	1666
Sound Recordings, ch	99	61	78	238
Online databases	0	0	0	0
Software	88	85	58	231
Vertical file	2	7	2	11
VHS/DVD	1949	2475	1706	6130
Equipment	61	71	62	194
Total	9715	9092	6343	25150

A-V Circulation	2733	3228	2304	8265
A-V Circulation as % of total	28.1%	35.5%	36.3%	32.9%

May 2008

XX

[illegible]R3

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
16,932	17,150	11,732	11,507	11,181	11,323
16,693	16,762	18,761	18,676	9,136	9,211
					ADULT BOOKS
					Fiction
					Nonfiction
					CHILDREN'S BKS
12,354	12,433	10,811	10,724	8,378	8,396
9,242	9,202	5,759	5,770	4,556	4,575
					Fiction
					Nonfiction
					YA BOOKS
2,163	2,109	2,031	2,046	1,674	1,680
426	428	661	662	147	147
					Fiction
					Nonfiction
					0 Magazines,Adult
					0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,275	2,287	2,882	2,888	2,603	2,614 Sound Rec/Adult
448	448	382	383	479	479 Sound Rec/Child
25	25	16	16	1	1 Online Databases
319	319	372	371	142	142 Software
3	3				Vertical Files
2,686	2,701	3,780	3,799	1,903	1,925 VHS/DVD
119	119	142	142	57	57 Equipment
63,685	63,986	57,349	57,004	40,257	40,550 TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

May 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	116	25	175	38	281	61	572	124
LOCAL HISTORY								
In person	1	0	18	5	0	0	19	5
Letters written	2	2	3	3	0	0	5	5
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1190	50	2033	85	980	41	4203	175
Computer software used	198	17	169	14	101	8	468	39
VCR Use	0	0	0	0	0	0	0	0
Microforms	0	0	8	1	0	0	8	1
CD ROM/Online databases	76	6	319	27	67	6	462	39
Typewriter use	0	0	1	0	1	0	2	0
Other equipment used	0	0	0	0	0	0	0	0
OTHER LIBRARY SERVICES USED								
Outreach activities	41	41	23	15	0	0	64	43
Notarized documents	7	2	1	0	1	0	9	2
Meeting Room Use (no. of group)	36	12	50	17	45	15	131	44
Study room use	14	1	23	2	49	4	86	7
Proctoring	6	3	1	1		0	7	4
Tax Forms distributed	0	0	0	0	0	0	0	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	51		346		121		518	
WIRELESS USE via patron owned pcs	136		46		41		223	
INTERLIBRARY LOANS								
Requests made for:	40	10	78	20	36	9	154	39
Items rec'd for:	43	22	72	36	38	19	153	77
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7586	7674	4036	19296
				0
Non-resident, paying	1	3	0	4
PLAC card users	0	4	0	4
Reciprocal borrowers	384	328	74	786

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	0	0	0	0	2	12	2	12
Children's Programs (0-13)	5	30	14	84	12	72	31	186
Number attending	680		1054		671		2405	
YA Programs (14-17)	3	18	3	18	1	6	7	42
Number attending	231		23		262		516	
Adult Programs	2	12	3	18	1	6	6	36
Number attending	38		152		49		239	
Senior Citizen Programs	10	60	7	42	1	6	18	108
Number attending	107		71		9		187	
Total Number of Programs	20	120	27	162	17	102	64	384
Total Persons Attending	1056		1300		991		3347	
Total Attending Same Month Last	1515		1358		848		3721	
Total Staff Hours Spent		310		425		265	1000	986
Total Number of In-House Program	10		21		12		43	
Total Attendance	739		394		130		1263	
Total Number of Outreach Program	10		6		5		21	
Total Attendance	317		906		861		2084	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6631	69.9%	6184	67.7%	4356	68.4%	17171	68.7%
Corporate	16	0.2%	25	0.3%	14	0.2%	55	0.2%
Juvenile 0-11	642	6.8%	513	5.6%	304	4.8%	1459	5.8%
Juvenile-AV	735	7.7%	704	7.7%	705	11.1%	2144	8.6%
Nonresident No Fee	30	0.3%	136	1.5%	38	0.6%	204	0.8%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	464	4.9%	214	2.3%	53	0.8%	731	2.9%
Reciprocal Juvenile	28	0.3%	43	0.5%	0	0.0%	71	0.3%
Reciprocal Juvenile AV	24	0.3%	6	0.1%	0	0.0%	30	0.1%
Reciprocal YA	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal YA AV	0	0.0%	4	0.0%	0	0.0%	4	0.0%
School	0	0.0%	14	0.2%	0	0.0%	14	0.1%
School AV	0	0.0%	7	0.1%	0	0.0%	7	0.0%
St. Joseph College	0	0.0%	50	0.5%	0	0.0%	50	0.2%
Staff	475	5.0%	697	7.6%	624	9.8%	1796	7.2%
Walking books	53	0.6%	84	0.9%	6	0.1%	143	0.6%
YA 12-17	106	1.1%	99	1.1%	32	0.5%	237	3.5%
YA-AV	281	3.0%	356	3.9%	234	3.7%	871	3.5%
Total	9485		9136		6366		24987	

All items borrowed by nonresidents	546	5.8%	474	5.2%	91	1.4%	1111	4.4%
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FAMILY AND MEDICAL LEAVE POLICY

To balance the demands of high quality service and the needs of family development and cohesiveness, Jasper County Public Library ("JCPL") provides leaves of absence to eligible employees for certain family and medical reasons. This policy is intended to comply with a federal law known as the Family and Medical Leave Act of 1993 ("FMLA").

Eligibility

An "eligible" employee of JCPL may request FMLA leave. To be "eligible," an employee must have worked for JCPL, as of the date the requested leave is to begin:

- (1) for at least 12 months, and
- (2) for at least 1,250 hours during the previous 12 months.

An employee may request FMLA leave for the following reasons:

- (1) Parenting Leave. This type of leave can be taken by an employee to care for a new son or daughter, including by birth or by adoption or foster care placement. An employee may take Parenting Leave only during the 12-month period that begins on the date of the birth, adoption or placement and this leave cannot be taken intermittently or on a reduced schedule.
- (2) Family Medical Leave. This type of leave can be taken by an employee to care for the "serious health condition" of the employee's spouse, child, or parent; or
- (3) Employee Medical Leave. This type of leave can be taken by the employee for his own "serious health condition," if the condition renders the employee unable to perform his job functions.
- (4) Exigent Leave. This type of leave can be taken by an employee because of a qualifying exigency arising from the fact that the employee's spouse, child or parent is on active duty or called to active duty in the Armed Forces and in support of a contingency operation. Because the Department of Labor ("DOL") has not yet defined the circumstances under which Exigent Leave must be granted, JCPL will apply the existing state law guidelines for Military Family Leave. Once defined by the DOL, any qualifying Exigent Leave taken by the employee will be retroactively designated as FMLA.
- (5) Service Member Family Leave. This type of leave can be taken by an employee to care for the employee's spouse, child, parent or next of kin who is a Covered Service Member with a Serious Illness or Injury.

Duration of Leave

An eligible employee is entitled to a total of 12 work weeks of leave during a 12-month period for leave other than Service Member Family Leave. A 12-month period for these purposes is a “rolling” 12-month period measured backward for each employee from the date he uses FMLA leave. Employees taking leave to care for a Covered Service Member are entitled to up to 26 weeks of leave in a single 12-month period.

Substitution of Paid Leave

Generally, FMLA leave is unpaid. If, however, an employee also has available paid time off from JCPL, and if the employee’s leave request meets the requirements of that paid time off program, the employee will be required to use all available paid time off concurrent with any portion of FMLA leave during which the employee does not receive worker's compensation benefits. FMLA will run concurrently with the receipt of worker's compensation benefits. JCPL will apply paid time off during FMLA leave in accordance with the following chart:

<u>TYPES OF PAID TIME OFF</u>	<u>APPLIED DURING</u>				
	<u>Parenting Leave</u>	<u>Family Medical Leave</u>	<u>Employee Medical Leave</u>	<u>Exigent Leave</u>	<u>Service Member Leave</u>
(1) Sick Days;	Yes	Yes*	Yes	No	Yes*
(2) Vacation Days	Yes	Yes	Yes	Yes	Yes

*In accordance with the sick leave provisions contained in the Personnel Policy.

Intermittent or Reduced Schedule Leave

An employee, under certain circumstances, may take intermittent or reduced schedule leave in increments of no less than ½ hour. “Intermittent leave” generally means leave taken on an occasional basis for the same condition. “Reduced schedule leave” means a temporary, but regular, change in the employee’s usual number of hours per day or hours per week. Parenting Leave may not be taken intermittently or on a reduced schedule. For Family Medical, Employee Medical, or Service Member Family Leave the employee may take an intermittent or reduced schedule leave if it is medically necessary. An employee must provide to JCPL certification that a medical need for leave exists and that the medical need can best be accommodated through an intermittent or reduced schedule leave. Exigent Leave may also be taken on an intermittent or reduced schedule basis. Employees needing intermittent FMLA leave or leave on a reduced leave schedule must attempt to schedule their leave so as not to disrupt JCPL’s operations. In addition, if an employee requests intermittent or reduced schedule leave, JCPL may require the employee to transfer temporarily to an available alternative position, with equivalent pay and benefits, for which the employee is qualified and which better accommodates intermittent or reduced schedule leaves.

Notification Requirements

An employee must notify JCPL of his desire to take FMLA leave at least 30 days before the date FMLA leave is to begin by requesting and completing a Request for Leave Form (except in cases of medical emergency or unexpected changed circumstances, in which case the employee must give notice as soon as practicable after the employee is aware that he needs to take FMLA leave). Request for Leave Forms can be obtained from the Business Manager.

If an employee requests Family Medical, Employee Medical, or Service Member Family Leave the employee must submit a medical certification from the employee's or family member's health care provider within 15 days after JCPL delivers the Medical Certification for Requested Leave of Absence memo. In the case of a request for intermittent or reduced schedule leave, the certification must also notify JCPL of the reasons why the intermittent or reduced schedule leave is necessary and of the schedule for treatment, if applicable.

If an employee fails to give 30 days' notice for a foreseeable leave with no reasonable excuse for the delay, JCPL may deny FMLA leave until at least 30 days after the date the employee provides notice of the need for FMLA leave. After an employee submits a medical certification, JCPL may require an employee to obtain a second opinion from a provider of JCPL's choice and at its expense. In some cases, JCPL may require a third opinion from a provider selected jointly by the employee and JCPL.

During FMLA leave, an employee may be required to report periodically on his status and intent to return to work.

Employees on a Family Medical, Employee Medical, or Service Member Family Leave may also be required to submit to JCPL medical recertifications periodically during the leave period subject to the same rules as the initial medical certification. Medical recertifications may also be required under certain specific circumstances, for example, when an employee requests an extension for a leave, when circumstances under an initial certification have significantly changed, or when an employee is unable to return to work after FMLA leave.

Upon the conclusion of an Employee Medical Leave, the employee must present certification to JCPL from his health care provider that he is able to return to work. Unless and until an employee provides this fitness-for-duty certification, the employee will not be able to return to work.

Continuation of Benefits

As a general rule, FMLA leave is unpaid leave. JCPL, however, will maintain an employee's coverage under JCPL's Health Plan on the same conditions during FMLA leave as if the employee had been employed continuously during FMLA leave period. An employee may choose not to continue coverage. An employee who continues health coverage must continue to pay his share of the premiums during an FMLA leave period to maintain coverage. An employee's premium payment is due on the first day of each month.

JCPL's obligation to continue health coverage during FMLA leave will end if the employee's premium payment is more than 30 days late. Even if an employee does not continue

health coverage during FMLA leave, JCPL will restore regular coverage if the employee returns to work.

JCPL will also maintain an employee's life insurance coverage during the FMLA leave. To continue with supplemental AFLAC insurance, PERF annuity and Deferred Compensation Plan during any unpaid FMLA, the employee must immediately make arrangements with the Business Manager.

Right to Job Restoration

Upon return from FMLA leave, employees will generally be restored to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment. Certain salaried, key employees of JCPL may be denied restoration if their reinstatement would cause substantial and grievous economic injury to JCPL. If, during FMLA leave, a layoff or other event occurs that would have changed, or even eliminated, the employee's job had he not taken leave, the returning employee will have no greater rights than if the employee had been continuously employed during FMLA leave. JCPL will determine whether an employee will be restored to the same position or to an equivalent position.

If an employee chooses not to return to work after his FMLA leave expires, JCPL may recover its share of health insurance premiums paid on the employee's behalf during the period of FMLA leave. JCPL will seek to recover those premiums unless the employee fails to return because of (1) the continuation, recurrence, or onset of a serious health condition that would otherwise entitle the employee to FMLA leave or (2) other circumstances beyond the employee's control. If an employee fails to return to work because of the continuation, recurrence, or onset of a serious health condition, the employee must provide a medical certification of his serious health condition. The employee must provide the certification within 30 days from the date JCPL requests it. If the employee does not provide the certification in a timely manner, JCPL may recover its share of the health insurance premiums paid for the employee during the entire period of FMLA leave.

Definitions

"Parent" means an employee's biological parent or an individual who stood in the place of the employee's parent when the employee was a child (under 18). The term "parent" does not include parents-in-law.

"Son or Daughter" means a biological, adopted or foster child, a stepchild or legal ward of an employee, or a child for whom the employee stands in the place of his parent, who is either under age 18 or is age 18 or older and incapable of self-care because of a mental or physical disability. (Not applicable for Service Member or Exigent Leave. See "Parent" definition.)

"Covered Service Member" means a member of the Armed Forces who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the military's temporary disability retired list for a Serious Illness or Injury.

"Serious Illness or Injury" means an injury or illness incurred in the line of duty and on active duty that renders the Service Member unfit to perform the duties of his or her office, grade, rank or rating.

"Next-of-Kin" means the individual's nearest blood relative.

"Outpatient Status" with respect to a Covered Service Member means the status of a member of the Armed Forces assigned to a military medical treatment facility as an outpatient or a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.

"Contingency Operation" means a military operation that is designated by the Secretary of Defense as an operation in which members of the Armed Forces are or may become involved in military actions, operations, or hostilities against an enemy of the United States or against an opposing military force; or results in the call or order to, or retention on, active duty of members of the uniformed services as specified by the U.S. Military.

Non-Discrimination/Nonretaliation Policy Statement

JCPL will not: (1) interfere with, restrain, or deny the exercise of any right provided under the FMLA; (2) discharge or discriminate against any person for opposing any practice made unlawful by the FMLA; or (3) discharge or discriminate against any person for his or her involvement in any proceeding under or relating to the FMLA.

Approved 2/19/98; revised 3/2005, 3/2007, 6/2008

MILITARY FAMILY LEAVE POLICY

Eligibility

Eligible employees are those who (1) have worked for Jasper County Public Library ("JCPL") for at least twelve months; (2) have worked at least 1,500 hours in the twelve month period immediately prior to the requested leave; and (3) whose spouse, child, grandchild, sibling, or parent are called to active duty in the Armed Forces of the United States or the National Guard for a period that exceeds 89 consecutive calendar days.

Duration of Leave

Eligible employees may take up to a total of 10 working days in a rolling 12 month period. Military Family Leave is available during one or more of the following periods:

1. During the 30 days before active duty orders are in effect;
2. During a period in which the person ordered to active duty is on leave while active duty orders are in effect; and
3. During the 30 days after the active duty orders are terminated.

Military Family Leave may be taken in minimum increments of one full work day.

Procedure for Requesting Leave

- At least 30 days before the date the leave is to begin, obtain and complete a Request for Leave form and return it to Human Resources along with a copy of the active duty orders.
- If the active duty orders are issued less than 30 days before the requested leave is to begin, obtain and complete a Request for Leave form as soon as the need for leave is known.

Pay During Military Family Leave

Military Family Leave is unpaid. Eligible employees must use up to 100% of available vacation days during Military Family Leave.

Continuation of Benefits

During Military Family Leave, an employee will continue to be eligible for all benefits for which the employee elected coverage so long as the employee continues to pay their share of the required premium. Failure to remain current with the benefit premium payments shall result in the cancellation of benefits.

Right to Reinstatement

An employee returning from Military Family Leave is entitled to return to the position held before the leave or another position with equivalent benefits and pay. If, during the leave, a layoff or other event occurs that would have changed, or even eliminated, the employee's job had the employee not taken leave, the employee will have no greater rights than if the employee had been continuously employed during the leave.

Definitions

The following definitions apply for purposes of the Military Family Leave policy.

"Active Duty" means full time service on active duty orders in the Armed Forces of the United States or the National Guard and for a period that exceeds 89 consecutive calendar days.

"Armed Forces of the United States" means an active or reserve components of the Army, Navy, Air Force, Coast Guard, Marine Corps or Merchant Marine.

"Child" means a biological, adoptive or step child, or any child for whom the employee is a court appointed guardian or custodian.

"Parent" means a biological, adoptive or step father or mother.

"Grandchild" means a biological grandchild.

"Sibling" means a brother or sister by blood, half-blood, adoption or a step-sibling.

RESOLUTION TO CHANGE A NON RESIDENT FEE

Whereas, IC 20-14-2-8 requires that an individual non resident fee be established for a local library card issued to an Indiana resident who is not a resident of the library district and that the minimum fee that the board may set is the greater of \$25 or the library district's operating fund expenditure per capita in the most recent year for which that information is available in the Indiana State Library's annual "Statistics of Indiana Libraries", the Jasper County Public Library Board resolves to establish a non resident fee of \$57, effective June 9, 2008.

Be it further resolved that this fee will remain in effect until such time that the Library Board passes a new non resident fee resolution.

Adopted this 9th day of June, 2008.

NAY

AYE

Jody Mettlen
Aimee Marie Egan
Jason D. Dandoff
Timothy M. Schell
Joan G. Floyd
Marlene Layle

Attest:

Jody Mettlen
Secretary of Library Board

Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 9th DAY OF June, 2008.

NAY

AYE

Jody Melton
Gene-Marie Egan
Susan Drazdzik
James M. Schultz
Joan A. Floyd
Mar-Ann Layler

ATTEST:

Jody Melton
Secretary of the Jasper County Public Library Board



Preparing for the Future NORWEJ (Northwest Jasper Regional District)

Q&A

What is NORWEJ?

NORWEJ is an acronym for *N*orth*W*est *J*asper Regional District. NORWEJ is a corporation being created to provide a municipal water supply for the residents and business of the Town of DeMotte. NORWEJ is a joint effort of the DeMotte Chamber of Commerce and the Town of DeMotte.

Why is now the right time for NORWEJ?

The Indiana Department of Environmental Management (IDEM) took over responsibility for the quality of water in Indiana several years ago. They have raised the requirements quite drastically for the installation of new wells and the testing of existing wells, especially for businesses. The Chamber of Commerce approached the DeMotte Town Council about the possibility of finding a way to provide a municipal water supply. After some research, it was decided that creating a separate corporation, called a regional district, would be the best way to approach the project.

Who will be supplied water by NORWEJ?

Businesses and residents in the project area may decide to tap into the water supplied by NORWEJ. This is entirely voluntary. There is no mandatory hook-up. However, there will be many advantages and cost savings associated with the system that will make it worthwhile. The boundaries of the regional district are the same as the town limits of the Town of DeMotte.

What will my water rate be?

The rate for residential home will be \$47-49. This includes 4500 gallons of water per month. Any water used over the 4500 gallons per month will be charged only one cent per gallon.

Can I keep my well for outside uses?

Yes! You may keep your well for watering the lawn, washing your cars and other outside uses. The well will simply need to be separate from your house water line. This will ensure that the public water supply will not be contaminated.

Advantages

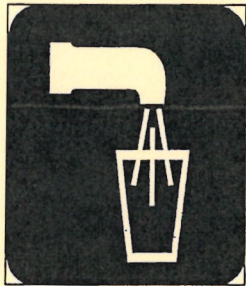
What are the potential advantages to a homeowner?

- ☒ Reduced water treatment
- ☒ Better water quality
- ☒ Immediately reduces the cost of homeowner insurance
- ☒ Increased fire protection
- ☒ Increased property values

What are the potential savings?

Homeowners insurance (estimated)	\$17.00/month
Water softener/salt (estimated)	\$20.00/month
Reduced maintenance cost on piping	\$50/year
Tap fee will be waived if water agreement is signed by 6/30/08	\$1600

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Preparing for the Future NORWEJ

B18

Public Open House Informational Meetings Keener Township Fire Station

June 7 9am - 12pm

June 12 7pm - 9pm

*Agreements must be received by June 30, 2008 to
have tap fees waived.*

The board will be taking agreements during two public open house informational meetings at the Keener Township Fire Station on June 7 from 9am - 12pm and June 12 from 7pm - 9pm. Agreements can also be dropped off or mailed to the Town Hall. Individuals interested in the water system can pick up the agreements at this meeting, at the town hall or from the town's web site www.townofdemotte.com.

A new agreement must be signed by June 30, 2008 in order to qualify for the tap fee to be waived. (This is a savings of \$1600.) There is a meter fee of \$400. (\$10 due at the signing of the agreement with the remainder \$390 due by July 31, 2009)

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JCPL FINANCIAL STATEMENT

F1

May 31, 2008

	Beginning 2008 Balance	Current Month Disbursements	Y-T-D Disbursements	Current Month Receipts	Y-T-D Receipts	Ending Balance
Operating Fund	\$634,059.71	\$138,109.68	\$703,233.15	\$348,679.68	\$609,340.75	\$540,167.31
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$0.00	\$120.00	\$0.00	\$30.00	\$0.00
Gift Fund	\$7,476.70	\$157.18	\$2,007.48	\$993.15	\$6,102.60	\$11,571.82
DeMotte	\$2,752.56	\$19.70	\$1,013.45	\$375.75	\$713.75	\$2,452.86
Rensselaer	\$3,147.64	\$137.48	\$829.92	\$517.40	\$4,979.83	\$7,297.55
Wheatfield	\$1,576.50	\$0.00	\$164.11	\$100.00	\$409.02	\$1,821.41
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$40.41	\$858.85	\$180,899.47
Includes Investments of: \$150,000.00						
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$158,477.50	\$22,303.74	\$86,533.10	\$192,128.10
Includes Investments of: \$100,000.00						
Rainy Day Fund	\$127,794.00	\$0.00	\$27,033.06	\$1,865.14	\$109,997.82	\$210,758.76
Includes Investments of: \$0.00						
State Technology Fund G	\$7,711.97	\$1,020.00	\$5,100.00	\$0.00	\$0.00	\$2,611.97
Capital Projects Fund	\$295,416.57	\$0.00	\$5,091.61	\$16,757.02	\$72,817.01	\$363,141.97
Includes Investments of \$250,000.00						
Host/Hospitality Fund	\$0.00	\$0.00	\$390.00	\$0.00	\$390.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$1.72	\$1.72	\$1.72
Construction Fund	\$24,523.21	\$0.00	\$607.76	\$10.86	\$471.44	\$24,386.89
Includes Investments of \$0.00						
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,723.50	\$28,046.40	\$5,723.50	\$28,046.40	\$0.00
FICA Tax Collected	\$0.00	\$5,763.27	\$28,490.90	\$5,763.27	\$28,490.90	\$0.00
State Tax Collected	\$2,435.82	\$2,723.68	\$12,962.21	\$2,702.78	\$13,229.17	\$2,702.78
County Tax Collected	\$1,809.13	\$1,996.34	\$9,589.90	\$1,976.21	\$9,757.03	\$1,976.26
Deferred Comp.	\$0.00	\$2,420.00	\$12,100.00	\$2,420.00	\$12,100.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$2,029.80	\$11,662.16	\$2,029.80	\$11,662.16	\$0.00
Employee Life Insur.	\$1.00	\$135.80	\$689.00	\$135.80	\$688.00	\$0.00
Employee P.E.R.F.	\$5,882.32	\$0.00	\$12,035.85	\$2,078.57	\$10,321.75	\$4,168.22
Garnishments	\$0.00	\$27.81	\$203.65	\$27.81	\$203.65	\$0.00
Credit Union	\$0.00	\$2,764.49	\$13,870.86	\$2,764.49	\$13,870.86	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$162,871.55	\$1,031,711.49	\$416,273.95	\$1,014,913.21	\$1,534,725.27

Bank Balances
Jasper County Public Library
Report as of: 5/31/2008

	<i>Bank</i>	
1	Alliance Bank	\$964,039.33
2	Demotte State Bank	\$15,189.58
3	Alliance Bank-LIRF Acct	\$30,899.47
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$24,386.89
7	Rens. Banking Ctr CD#400040231	\$150,000.00
8	Rens. Banking Ctr CD#400040232	\$250,000.00
9	Rens. Banking Ctr CD#400040233	\$100,000.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00
<i>Total all banks =</i>		<i>\$1,534,725.27</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

2008 INVESTMENT REGISTER

OPEN INVESTMENTS:

<u>Renewal Date</u>	<u>CD #</u>	<u>Issued By</u>	<u>Terms</u>	<u>Principal</u>	<u>%-Interest</u>	<u>Account</u>	<u>Purchase Date</u>	<u>Interest Earned</u>	<u>Comments</u>
6/15/2008	400040233	Rens. Banking Center	5-mo	\$100,000	4.501%	BIRF/Constr	1/15/2008		
6/15/2008	400040232	Rens. Banking Center	5-mo	\$250,000	4.501%	CPF	1/15/2008		
7/15/2008	400040231	Rens. Banking Center	6-mo	\$150,000	5.010%	LIRF	1/15/2008		

CLOSED INVESTMENTS:

3/15/2008	400040234	Rens. Banking Center	60 day	\$200,000	4.501%	Operating	1/15/2008	\$1,479.78	
5/15/2008	400040235	Rens. Banking Center	4-mo	\$125,000	4.501%	Rainy Day	1/15/2008	\$1,865.14	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 5/1/2008 To 5/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$65.21	(\$65.21)	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,243.20	\$21,154.47	\$30,531.53	40.9
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$68,857.89	\$342,824.72	\$514,299.28	40.0
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,266.01	\$20,114.10	\$37,529.90	34.9
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,763.27	\$28,490.90	\$42,197.10	40.3
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$0.00	\$2,605.63	\$2,979.37	46.7
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$0.00	\$30,021.02	\$33,726.98	47.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$5,407.36	\$28,425.93	\$61,310.07	31.7
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$88,537.73	\$473,701.98	\$722,509.02	39.6
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$0.00	\$212.53	\$737.47	22.4
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$1,392.73	\$4,558.61	\$5,441.39	45.6
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$342.74	\$2,716.00	\$2,034.00	57.2
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$105.91	\$1,931.00	\$3,377.00	36.4
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$191.45	\$429.87	\$320.13	57.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$21.13	\$178.87	10.6
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$0.00	\$350.20	(\$50.20)	116.7
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$1,255.75	\$2,888.73	\$10,171.87	22.1
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$78.29	\$71.71	52.2
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$3,288.58	\$13,186.36	\$22,832.24	36.6
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$0.00	\$6,891.00	\$17.00	\$3,606.00	\$3,285.00	52.3
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$495.31	\$1,271.53	\$1,028.47	55.3
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$20.07	\$2,834.67	\$1,165.33	70.9
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$3,492.65	\$8,942.38	\$9,457.62	48.6
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$183.04	\$2,398.89	\$7,623.11	23.9
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$53.70	\$369.75	\$1,630.25	18.5
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$390.00	\$1,950.00	\$28,650.00	6.4
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$0.00	\$75.30	\$824.70	8.4
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$670.76	\$670.76	\$129.24	83.8
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$55.00	\$200.00	21.6
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$0.00	\$12,778.00	\$12,751.00	50.1
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$2,431.41	\$18,719.85	\$26,280.15	41.6
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$5,152.57	\$23,481.31	\$38,518.69	37.9
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$70.25	\$465.10	\$554.90	45.6
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$322.97	\$1,846.84	\$2,213.16	45.5
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$4,823.66	\$24,348.66	\$27,428.34	47.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$25.00	\$25.00	\$675.00	3.6
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$159.80	\$80.20	66.6
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$100.00	\$2,025.99	\$286.01	87.6
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$104.13	\$290.07	\$220.87	56.8
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$128.46	\$228.46	\$79.95	\$197.34	\$31.12	86.4
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$3,275.00	\$13,278.55	\$52,916.45	20.1
Subtotal	\$368,046.00	\$314.40	\$368,360.40	\$21,717.42	\$119,790.79	\$248,569.61	32.5
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$0.00	\$2,106.06	\$9,479.94	18.2
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$19,380.22	\$58,027.49	\$97,422.88	37.3
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$1,366.78	\$14,796.01	\$5,383.99	73.3
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$3,818.95	\$21,624.46	\$54,763.58	28.3
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$24,565.95	\$96,554.02	\$167,050.39	36.6
Grand Total	\$1,847,483.00	\$16,711.41	\$1,864,194.41	\$138,109.68	\$703,233.15	\$1,160,961.26	37.7

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
5/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$79.95	Refund/Reimbursement A/P #394- Minter
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07
5/12/2008	151 RAINY DAY FUND	3.93 TAXES & ASSESSMENTS	\$18,441.06	Refund - A/P #177 Treas of JC, A/R #66

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$16,711.41
151	\$18,441.06

Voucher List**Jasper County Public Library****Report Date: From 5/1/2008 To 5/31/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27156	361	ACE HARDWARE	5/12/2008	Drill Bit, Nuts/Bolts/Nails	\$20.48
27157	362	ACP DIRECT	5/12/2008	Printer Cartridges	\$409.89
27158	363	ADVANCED IMAGING SOLUTI	5/12/2008	Annual Mtnce Contract, 4-21/08-4/21/09, Lanier Copier @ DeMotte	\$847.00
27159	364	ADVISORS MARKETING GROU	5/12/2008	Totes with Custom Logo	\$336.40
27160	365	AFFORDABLE ALTERNATIVES	5/12/2008	\$1/day fine labels	\$25.40
27161	366	ALLSOURCE TELECOM, LLC	5/12/2008	Added Jack on Existing Cable, Programmed phones	\$110.00
27162	367	ANGELA BARTON	5/12/2008	Pop & Coke for Food Fear Factor, Fish, Mileage	\$128.02
27216	368	BAKER & TAYLOR	5/12/2008	Books, Gift Books, AV, Continuations	\$8,649.50
27164	369	BAKER & TAYLOR ENTERTAIN	5/12/2008	DVDs	\$156.74
27165	370	BEARPORT PUBLISHING	5/12/2008	Books	\$37.88
27218	371	BLOOMFIELD CORPORATION	5/12/2008	Annual Maintenance Agreement Renewal 6/13/08-6/12/09, Replaced belt	\$2,627.17
27167	372	BLUETARP FINANCIAL, INC	5/12/2008	Screws, Wall Hangers, Ceiling Panels	\$56.29
27168	373	BRENDA THOMPSON	5/12/2008	Mileage: LLN, Board Mtg, Ebay Training, Department Heads	\$100.30
27169	374	BRENT HOFFMAN	5/12/2008	DeMotte Leaf Clean up, Mowed Rensselaer 4/23,4/30; DeMotte 4/24; Wheatfield 4/25	\$125.00
27170	375	CAPITAL ONE BANK	5/12/2008	Meals, Travel and Lodging for PLA, Meals and Lodging for CIL, Flowers for Delger, FedEx Books	\$2,524.81
27171	376	CAPSTONE PRESS	5/12/2008	Books	\$671.10
27172	377	CHILD'S WORLD, INC	5/12/2008	Books	\$218.75
27173	378	CULLIGAN	5/12/2008	Water Cooler rental-Wh. Lib. (May)	\$9.95
27174	379	DAVIDSON TITLES INC.	5/12/2008	Books	\$3,312.34
27175	380	DEMCO	5/12/2008	Poly Sheet Protectors, Pocket Folders, Labels, Subject Classification Labels	\$50.37
27176	381	DEX	5/12/2008	Embarq Yellow Page listings (May, June, July)	\$258.00
27177	382	EDUCATION NETWORKS OF A	5/12/2008	Internet Connection & Traffic Prioritization - April 2008	\$1,460.00
27178	383	EVELYN BRISTOL	5/12/2008	Snickers for Survey	\$19.70
27179	384	4 IMPRINT, INC.	5/12/2008	Imprinted bag clips	\$334.36
27180	385	FASE'S WATER TREATMENT	5/12/2008	5-RedOut, DeM. Water Softener	\$60.00
27181	386	FINDAWAY WORLD, LLC	5/12/2008	Foam Insert	\$12.71
27182	387	FLEX-PAC INC	5/12/2008	Paper towels, soap, gloves, garbage liners	\$342.74
27183	388	GALE	5/12/2008	Books & Legal Form subscription	\$3,942.97
27184	389	GUMDROP BOOKS	5/12/2008	Books	\$2,766.99
27185	390	HEINEMANN LIBRARY	5/12/2008	Books	\$184.25
27186	391	HERITAGE OFFICE PRODUCT	5/12/2008	Double pocket folders	\$51.13
27187	392	INGRAM	5/12/2008	Paperbacks	\$41.88
27188	393	JASPER COUNTY HOSPITAL	5/12/2008	May 2008 Water Testing (Coliform & Nitrates)-DeM Lib	\$17.00
27189	394	JENNIFER MINTER	5/12/2008	Overpayment of Collections fines and fees	\$79.95
27190	395	KAPER'S BUILDING MATERIAL,	5/12/2008	Ceiling Tiles	\$86.50
27191	396	KIRBY RISK CORPORATION	5/12/2008	Ballast	\$55.05
27192	397	LINDA THOMPSON	5/12/2008	Mileage to Bank	\$12.12
27193	398	MANUFACTURERS' NEWS, IN	5/12/2008	Continuations	\$142.95
27194	399	MIDWEST TAPE	5/12/2008	DVDs	\$358.96
27195	400	MISHAWAKA-PENN-HARRIS P	5/12/2008	Book in Collections from ILL	\$20.00
27196	401	NAPPANEE PUBLIC LIBRARY	5/12/2008	2008 Consortium Dues	\$100.00
27197	402	OFFICE DEPOT	5/12/2008	Clear Film Protector	\$428.23
27198	403	OLLIS BOOK CORPORATION	5/12/2008	Books	\$2,642.83
27199	404	ORIENTAL TRADING CO., INC	5/12/2008	Craft Kits for Summer Reading	\$39.75

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27200	405	PATTY STRINGFELLOW	5/12/2008	Mileage: Director's Mtg, LLN Mtg, Branch Visit, Incolsa Mtg, Lunch Director's Mtg	\$178.77
27201	406	POPULAR SUBSCRIPTION SE	5/12/2008	Additional Subscription Payment	\$757.78
27202	407	PRECISION CONTROL SYSTE	5/12/2008	Replace Gas Chamber on Boiler, found leak in water line, replaced valve, installed gas pressure gauge to boiler, bought & installed new air flow switch	\$4,187.49
27203	408	QUILL CORPORATION	5/12/2008	Tape, bic liner, pencils, rubber tape, index cards, pens, paper, color copy paper, toner, drum, sticky notes	\$1,030.29
27204	409	RAYANN GILMORE	5/12/2008	Mileage: Graphics Counterparts	\$66.66
27205	410	RELIABLE EXTERMINATORS, I	5/12/2008	Exterior Pest Control Application @ Rens.	\$152.00
27206	411	RENSSELAER REPUBLICAN	5/12/2008	Annual Dm Newspaper Subsc - 5/31/08-5/31/09	\$115.00
27207	412	SUSAN ENGELMANN	5/12/2008	Mileage: Management & B2Br	\$79.29
27208	413	TERRY R. CURIN	5/12/2008	Fix Fire Proof File Cabinet/Bus. Office	\$25.00
27209	414	TIM SCHULTZ	5/12/2008	Mileage - Board Mtgs	\$22.22
27210	415	TYSEN'S COUNTRY GROCERY	5/12/2008	Children's Supplies	\$21.70
27211	416	ULINE	5/12/2008	DVD cases, CD cases	\$344.85
27212	417	VISION SERVICE PLAN- (IN)	5/12/2008	Vision Premium-April (14 employees)	\$127.82
27213	418	V.I.E.W., INC.	5/12/2008	DVD's	\$112.10
27214	419	WAL-MART COMMUNITY BRC	5/12/2008	Batteries, DVDs, Snickers for survey	\$251.88
27215	420	WORKER TRAINING FUND	5/12/2008	Training Assessment Fee-2007 payable 2008	\$104.13
27219	421	ALLIED WASTE SERVICES #71	5/9/2008	Trash Pick up for Wheatfield for April	\$52.52
27220	422	ANTHEM BLUE CROSS BLUE S	5/9/2008	Health Insurance Premium -May 2008	\$7,181.75
27221	423	ANTHEM LIFE	5/9/2008	Health Insurance Premium -May 2008	\$95.39
27222	424	EDWARD YOUNG	5/9/2008	Courier Mileage, 4/16/08-4/30/08	\$303.00
27223	425	FIRST TRUST CREDIT UNION	5/9/2008	Withheld from 9 May 08 Payroll	\$1,403.65
27224	426	GREAT-WEST RETIREMENT S	5/9/2008	Annuity w/held from 9 May 08 payroll (8 employees)	\$1,210.00
0	427	INDIANA DEPARTMENT OF RE	5/20/2008	EFT-State and County Tax Withheld April '08 Ref#73387 Verf Code 21	\$4,720.02
0	428	IRS USA TAXPAYMENT	5/12/2008	EFT-Federal & FICA w/held from 9 May 08 payroll, Ref #00990589	\$8,617.23
27225	429	JOSEPH ZELLON	5/9/2008	Courior Mileage: 4/16-4/30/08	\$30.30
27226	430	NIPSCO	5/9/2008	Wheatfield Utilities (4/2/08-5/1/08)	\$1,546.84
27227	431	NORTHWESTERN INDIANA TE	5/9/2008	DeMotte Local Phone Services	\$155.71
27228	432	THE TIMES	5/9/2008	Annual Subscription-Wh 5/13/08-5/13/09	\$221.00
27229	433	TOWN OF DEMOTTE	5/9/2008	March Waste Disposal Services-DeM.	\$68.42
27230	434	TOWN OF WHEATFIELD SEW	5/9/2008	May sewer fee, Wh. Lib.	\$56.65
27231	435	U S TREASURY	5/9/2008	W/held from 05/9/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$3.29
0	436	PAYROLL	5/9/2008	PAYROLL	\$38,716.44
27232	437	AFLAC	5/23/2008	Supplemental Insurance Premium-May -Payroll W/holding (Woods, Molenaar, B.Thompson)	\$168.00
27233	438	CHICAGO TRIBUNE	5/23/2008	Semi-Annual Newspaper Subscription, Wheatfield Lib. (5/15-11/12/08)	\$117.00
27234	439	CITY OF RENSSELAER	5/23/2008	Rensselaer Lib Utilities, 4/9/08-5/7/08	\$2,914.87
27235	440	EDWARD YOUNG	5/23/2008	Courier Mileage, 5/1/08-5/15/08	\$272.70
27236	441	EMBARQ	5/23/2008	Local Phone Bill - Wheatfield	\$73.53
27237	442	FIRST TRUST CREDIT UNION	5/23/2008	Withheld from 23 May 08 Payroll	\$1,360.84
27238	443	NIPSCO	5/23/2008	DeMotte Utilities (4/9/08-5/7/08)	\$3,337.90
27239	444	INDIANA HISTORICAL SOC.	5/23/2008	Registration and Conference fees for E. Duran & M. Beedle	\$110.00
0	445	IRS USA TAXPAYMENT	5/27/2008	EFT-Federal & FICA w/held from 23 May 08 payroll, Ref #00074129	\$8,632.81
27240	446	POST TRIBUNE PUBLISHING, I	5/23/2008	Annual Subscription, Wheatfield Lib, 5/30/08-5/30/09	\$156.00
0	447	PAYROLL	5/23/2008	PAYROLL	\$38,650.66
27241	448	U S TREASURY	5/23/2008	W/held from 05/23/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$24.52
0	449	JASPER COUNTY PUBLIC LIBR	5/16/2008	CD # 400040235 Matured	\$125,000.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27242	450	EMBARQ COMMUNICATIONS I	5/23/2008	Long Distance Calls - Wh. Lib, 4/08-5/08/08	\$8.07
27243	451	GREAT-WEST RETIREMENT S	5/23/2008	Annuity w/held from 23 May 08 payroll (8 employees)	\$1,210.00
Total Amount of Claims					\$287,871.55

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, May 30, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$287,871.55

Date this 9th day of June, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

Receipt Breakdown

May 31, 2008

F5

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$2,787.37	\$15,311.52
DeMotte	\$912.59	\$4,451.81		
Rensselaer	\$1,238.30	\$6,828.83		
Wheatfield	\$636.48	\$4,030.88		
PHOTOCOPIES:			\$729.56	\$3,696.05
DeMotte	\$287.35	\$1,347.70		
Rensselaer	\$273.01	\$1,450.39		
Wheatfield	\$169.20	\$897.96		
INTEREST:			\$1,027.67	\$7,257.05
Checking/Repurchase/Savings/CD's	\$1,027.67	\$7,257.05		
TAXES:			\$343,961.14	\$572,652.85
Property Tax	\$70,726.14	\$239,808.71		
License Excise Tax	\$0.00	\$59,609.14		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$247,537.50	\$247,537.50		
Local Option/Property Tax Repl.	\$25,697.50	\$25,697.50		
TAXABLE SALES:-.....			\$3.96	\$3.96
REFUNDS:			\$169.98	\$10,419.32
Rebates/Refund	\$19.98	\$865.99		
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33		
Meeting Room Rental	\$0.00	\$250.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$0.00		
Interfund Transfer	\$0.00	\$8,592.00		
Miscellaneous Receipts	\$150.00	\$300.00		
TOTAL OPERATING FUND RECEIPTS.....			\$348,679.68	\$609,340.75
PLAC FUND:-.....			\$0.00	\$30.00
GIFT FUNDS:			\$993.15	\$6,102.60
DeMotte	\$375.75	\$713.75		
Rensselaer	\$517.40	\$4,979.83		
Wheatfield	\$100.00	\$409.02		
LIB. IMPROV. RESERVE FUND: (Interest).....			\$40.41	\$858.85
BOND & INTEREST REDEMPTION FUND:			\$22,303.74	\$86,533.10
Property Tax	\$22,303.74	\$75,624.35		
License Excise Tax	\$0.00	\$10,908.75		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND:			\$1,865.14	\$109,997.82
Special CAGIT Distribution	\$0.00	\$108,132.68		
Interest Earned	\$1,865.14	\$1,865.14		
STATE TECHNOLOGY FUND GRANT FUND:-.....			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$16,757.02	\$72,817.01
Interest Earned	\$175.96	\$1,514.57		
Property Tax	\$16,581.06	\$56,220.73		
License Excise Tax	\$0.00	\$15,081.71		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$0.00	\$390.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SALES TAX:			\$1.72	\$1.72
CONSTRUCTION FUND:			\$10.86	\$471.44
Int. Earned(Chkg.,CD's,Escrow)	\$10.86	\$471.44		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$390,651.72	\$886,543.29

WITHHOLDING ACCOUNT FUNDS:

			\$25,622.23	\$128,369.92
FIT Tax Collected	\$5,723.50	\$28,046.40		
FICA Collected	\$5,763.27	\$28,490.90		
State Tax Collected	\$2,702.78	\$13,229.17		
County Tax Collected	\$1,976.21	\$9,757.03		
Deferred Comp Plan	\$2,420.00	\$12,100.00		
Pre-tax Insurance Plans	\$2,029.80	\$11,662.16		
Life Insurance	\$135.80	\$688.00		
PERF	\$2,078.57	\$10,321.75		
Garnishments	\$27.81	\$203.65		
Credit Union	\$2,764.49	\$13,870.86		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$416,273.95	\$1,014,913.21

Voucher List

Jasper County Public Library

Report Date: From 6/1/2008 To 6/16/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27244	452	4 IMPRINT, INC.	6/9/2008	Tote Bags & Fold-up Fliers-Summer Reading Program	\$1,217.58
27245	453	ACE HARDWARE	6/9/2008	Kilz & painting supplies-(railing @ DeM), hardware, drill bit, concrete mix	\$47.99
27246	454	ALCO DISCOUNT STORE #290	6/9/2008	Ch.Program Supplies/Prizes-DeM.	\$70.05
27247	455	AUSTIN BOOK SALES	6/9/2008	Opportunities inSeries	\$84.72
27248	456	ALLIED WASTE SERVICES #71	6/9/2008	June Trash Pick-up, Wh. Lib.	\$52.94
27249	457	BAKER & TAYLOR	6/9/2008	Books, Gift Books, AV, Continuations	\$5,772.79
27250	458	BAKER & TAYLOR ENTERTAIN	6/9/2008	DVD's	\$144.14
27251	459	BLUETARP FINANCIAL, INC	6/9/2008	Picture Hangers	\$3.19
27252	460	BORDERS	6/9/2008	DVDs, Audiobooks, CDs	\$552.79
27253	461	BROAD REACH	6/9/2008	Books	\$141.67
27254	462	BUYBUTTONPARTS.COM	6/9/2008	Button Parts	\$36.00
27255	463	CAPITAL ONE BANK	6/9/2008	Magazines-Garden Gate, Books, Ch. Prog Supplies/Prizes, DVDs, Workshop Expenses, Reinforcement Strips, Sidewalk sealant, etc	\$2,468.74
27256	464	CENTURION TECHNOLOGIES,	6/9/2008	Cornerstone Security Mtnc, 5/15/08-09.	\$116.60
27257	465	CHRISTOPHER KLOCEK	6/9/2008	Magic Shows (3) June 24th & 25th.	\$795.00
27258	466	CIRCLE R ELECTRIC, INC.	6/9/2008	Replace 5 bulbs Exterior Lights-Wh. Lib.	\$357.25
27259	467	CULLIGAN	6/9/2008	June Water Cooler Rental-Wh. Lib.	\$9.95
27260	468	DAVIDSON TITLES INC.	6/9/2008	Books	\$258.25
27261	469	DELL MARKETING L.P.	6/9/2008	DVD-RW Drive	\$50.95
27262	470	DEMCO	6/9/2008	Taping System, tape, Classification labels, Disk Repair, Withdrawn Stamp, file cases,	\$204.60
27263	471	EMILY DURAN	6/9/2008	AV Shopping Trip Mileage	\$49.70
27264	472	EDUCATION NETWORKS OF A	6/9/2008	Internet Connections, May 2008 & Traffic Prioritization	\$1,460.00
27265	473	FASE'S WATER TREATMENT	6/9/2008	Redout for Water Softner @ DeM.	\$60.00
27266	474	FLEX-PAC INC	6/9/2008	Kleenex, Paper Towels, Jumbo TP, Trash Can liners, M-Folds Hand towels	\$382.43
27267	475	GA FOODS GROUP	6/9/2008	Story Time Prog, Adult Programs, etc. Supplies	\$41.00
27268	476	GAIL JUNG	6/9/2008	Cups/Lids (Coffee Café), Batteries, Ceiling Spot Bulbs; Mgmt Mtg Mileage	\$59.84
27269	477	GALE	6/9/2008	Ency. Of Assoc., books	\$860.08
27270	478	GENA MAZE	6/9/2008	Refund on lost book (Snow Angels) returned (4/3/08)	\$20.00
27271	479	HIGHSMITH CO. INC.	6/9/2008	Bibliofile Label sets, Posters, Bk bags, cord splitter	\$207.22
27272	480	HISTORY EDUCATION	6/9/2008	DVDs	\$250.00
27273	481	HP PRODUCTS CORP.	6/9/2008	Gleme Glass Clnr	\$37.65
27274	482	INCOLSA	6/9/2008	Spring Board Mtg-Stringfellow, Ancestry Lib Online, Grove Art Online	\$2,759.00
27275	483	INGRAM	6/9/2008	Paperbacks	\$31.12
27276	484	INSECT LORE	6/9/2008	Butterfly Pavilion & Larvae	\$40.98
1040	485	JASPER COUNTY PUBLIC LIBR	6/9/2008	Bank transfer from DeM. State Bank to Alliance Bank	\$15,000.00
27277	486	JASPER COUNTY PUBLIC LIBR	6/16/2008	Repayment of Temp Loans of 12/27/07.	\$174,807.10
27278	487	JENNIFER L. DOUTHIT	6/9/2008	Mileage & Expenses-Counterparts Mtg & TLC Users Mtg.	\$164.52
27279	488	KAPER'S BUILDING MATERIAL,	6/9/2008	Ceiling Tiles-DeM.	\$40.18
27280	489	KIRBY RISK CORPORATION	6/9/2008	Parking Lot Bulbs (6)	\$131.04
27281	490	LAFAYETTE OFFICE SYSTEMS	6/9/2008	Annual Rens. Copier Service Agreement, 5/3/08-09	\$1,197.26
27282	491	LINDA POORTENGA	6/9/2008	Mileage: Mgmt Mtg. Books 2 Bridges; Dragonfly Pendant Program Supplies	\$99.22
27283	492	MARGARET AGNEW	6/9/2008	Refund on Lost Book (Stone Kiss) returned (5/13/08)	\$25.95
27284	493	MARSHALL CAVENDISH CORP	6/9/2008	Books	\$118.78
27285	494	MIDWEST TAPE	6/9/2008	DVD-Bob the Builder series	\$25.98

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27286	495	NANETTE SPEACHT	6/9/2008	Large Print Book	\$9.99
27287	496	NICOLE CAPEHART	6/9/2008	Chocolate Program Supplies	\$8.10
27288	497	NORTHWESTERN INDIANA TE	6/9/2008	DeM. Local Telephone, June 2008	\$155.71
27289	498	ORIENTAL TRADING CO., INC	6/9/2008	Summer Reading 'Going Buggy' Supplies/Prizes-Wh. Lib.	\$127.78
27290	499	PATTY STRINGFELLOW	6/9/2008	Mileage-HEA1001, Budget, Director's, Branch Visit Mtgs & Mtg Expenses	\$237.86
27291	500	PENWORTHY COMPANY	6/9/2008	Children Books	\$519.81
27292	501	POSTMASTER	6/9/2008	Postage Stamps: \$1-100, \$.02-100, \$.01-100	\$103.00
27293	502	PROQUEST LLC	6/9/2008	KV Post Newspaper Microfilming	\$736.31
27294	503	PURDUE UNIVERSITY	6/9/2008	Entomology Summer Rdg Program, 6/3/08 7 6/11/08	\$342.00
27295	504	QUILL CORPORATION	6/9/2008	Velcro dots, chairmat, legal pads, tape, envelopes, fax cartridges, pop-up notes, laserjet cartridges, file folders, glue, Liq. Paper, etc.	\$480.11
27296	505	RACHAEL CAVINDER	6/9/2008	Mileage: Marketing Mtg, book salesman, school visits, Mgmt Mtg, Summer Rdg trip, etc.	\$96.96
27297	506	RENEE CARR	6/9/2008	Home telephone calls for Publicity.	\$10.63
27298	507	RMC IMAGING, INC	6/9/2008	2- ST 200 Scanner Mtncce Contracts, 7/19/08-09	\$1,589.50
27299	508	ROEING CORPORATION	6/9/2008	Exchange Server Annual Mtncce 2008	\$1,046.50
27300	509	ROSEN PUBLISHING	6/9/2008	Books	\$181.85
27301	510	ROTARY CLUB of RENSSSLAE	6/9/2008	Membership Dues - March/April 2008	\$27.00
27302	511	ST. JOHN PLUMBING, INC.	6/9/2008	Pressure Tank leak repairs - Wh. Lib.	\$242.94
27303	512	SHEILA MAXWELL	6/9/2008	CIL/Counterpart/NICCL expenses, parking,, Mileage: Mgmt, self-ck training, NICCL, CIL, etc.	\$560.52
27304	513	SILLY SAFARI SHOWS, INC.	6/9/2008	Summer Rdg Prog-Alligator Aaron presents What's Buggin'Ya Bug Show, 6/17 & 6/18	\$900.00
27305	514	SIMPLEXGRINNELL LP	6/9/2008	Replace Alarm System Voice Dialer @ DeM.	\$1,201.13
27306	515	TESS HAMEL	6/9/2008	Survey Mtg. Mileage	\$22.22
27307	516	TIM SCHULTZ	6/9/2008	Board Meeting, 5/12/08 Mileage	\$22.22
27308	517	TOWN OF DEMOTTE	6/9/2008	DeMotte Lib. Sewer Services-April 2008	\$68.42
27309	518	TOWN OF WHEATFIELD SEW	6/9/2008	Wh. Lib. Sewer Services, June 2008	\$56.65
27310	519	TRU-GREEN LIMITED PARTNE	6/9/2008	Crab Apple Scab Control Application-DeM. Lib.	\$51.00
27311	520	TYSEN'S FAMILY FOOD CENT	6/9/2008	Ch. Programs-Wh. Lib.	\$16.44
27312	521	UNIQUE MANAGEMENT SERVI	6/9/2008	Initial & Secondary Placements, April 2008	\$282.54
27313	522	VISION SERVICE PLAN- (IN)	6/9/2008	Vision Insurance Premium, June 2008-14 Participants	\$127.82
27314	523	WAL-MART COMMUNITY BRC	6/9/2008	DVDs, Lg. Tote containers, copy paper, fish tank supplies, survey enticements	\$322.86
150162	524	HIGHSMITH CO. INC.	6/9/2008	Wh. Construction Project: Swinger Sidewalk sign, lettering, 8-pocket Magazine holder, plexiglass sign holders	\$323.00
27315	525	NORWEJ	6/9/2008	Water Meter Fee Hook-up -DeMotte Library	\$10.00
27316	526	ANTHEM BLUE CROSS BLUE S	6/10/2008	Health Insurance Premium -June 2008	\$7,181.75
27317	527	ANTHEM LIFE	6/10/2008	Health Insurance Premium -June 2008	\$88.49
27318	528	EDWARD YOUNG	6/10/2008	Courier Mileage, 5/15/08-5/31/08	\$272.70
27319	529	FIRST TRUST CREDIT UNION	6/10/2008	Withheld from 10 June 08 Payroll	\$1,390.33
27320	530	GREAT-WEST RETIREMENT S	6/10/2008	Annuity w/held from 10 June 08 payroll (8 employees)	\$1,210.00
0	532	IRS USA TAXPAYMENT	6/11/2008	EFT-Federal & FICA w/held from 10 June 08 payroll, Ref #00659806	\$8,731.88
27321	533	JOSEPH ZELLON	6/10/2008	Courior Mileage: 5/16/08-5/31/08	\$90.90
0	534	PAYROLL	6/10/2008	PAYROLL	\$39,158.25
27322	535	WORKER TRAINING FUND	6/9/2008	Training Assessment Adjustment to May invoice-Annual fee	\$210.22
27323	536	BRENT HOFFMAN	6/9/2008	May Lawn Mowing-DeM (5), Rens (4), Whthld (5)	\$345.00
0	537	ANTHEM LIFE	6/9/2008	To Correct A/P #2. wrong appropriation number entered.	\$0.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
Total Amount of Claims					\$278,814.64

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, June 09, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$278,814.64

Date this 9th day of June, 20 08.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JULY

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, July 14, 2008, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of June Board Meeting
Bills/Financial Reports
Salary Ordinance Update (R 7)
Policy Review (R 10; R 21)

General Business

DeMotte Library Roof and Boilers (R 21)
Oath of Office-Tim Schultz (R 21)
INCOLSA Board Appointment (R 21)
Advance Tax Draw Resolution (R 21)
Schedule Budget Committee Date (R 21-R 22)

Information
Action
Action
Action
Discussion

Director's Report (R 21-R 26)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

June 9, 2008
Rensselaer Library

Present: Jody Melton, Joan Floyd, Susan Deardorff, Mari Anne Saylor, Timothy Schultz Jr., Anne-Marie Egan, Brenda Thompson, & Gail Jung. **Absent:** Natalie Waling, Patricia Stringfellow

Agenda & Consent Agenda Approval: A-M Egan moved, seconded by J. Floyd, to approve the Agenda and Consent Agenda items including the minutes of the May Board Meeting, monthly bills, financial reports, FMLA & Military FMLA Policies, updated Non-Resident Borrowing Fee, Interfund Loan Repayment, addition to Accounting Practices, DeMotte Library closing 8/9/08. Motion was unanimous.

DeMotte Roof: Harry Mohler of H.L. Mohler & Associates from Lafayette, IN discussed ventilation issues, metal vs. shingle roofing, costs, time line, spec's for both Rensselaer & DeMotte roofs, and his services. The ventilation is a prime problem with another shingle roof for the DeMotte building. In some areas the ventilation has been restricted. Fire wall regulations compromised ventilation. The supports extending to the roof between old and new building contributed to improper ventilation causing the ice damming problem we experienced in the past. The insulation on the underside of the roof is also inhibiting proper ventilation. If the board selected another shingle roof, it may be necessary to redo the insulation and put a vent space on top of roof. Further investigation is needed. The present insulation is not a problem with a metal roof. A metal roof will cost approximately 20% more or \$5-6 per square foot than a shingle roof at \$3.50-\$4 per square foot. Metal roofs have a much longer life (40-50 yrs) than shingle roofs. The noise level of a metal roof would be reduced since it would be installed over a wood deck. Metal roofs will have expansion joints. Metal roofs require snow guards to prevent snow from sliding off. Metal roofs need to be resealed every 3-4 yrs. Copper roofs are another alternative but cost about 30% more than a shingle roof. Whatever type of roof is chosen, the old shingles would be removed and any rotted or damaged wood deck be replaced. A shingle roof would be easier to connect to when we embark on a remodeling project, but it can be done with a metal roof. Mr. Mohler recommended that if we are doing a construction project in 10 years to do a shingle roof.

Architect services would involve writing proposals, producing drawings, recommendations, preparing specs and legal notices for bids, and oversee work throughout the roofing project. H.L. Mohler fee is approximately 8% of cost of project. He estimates for a shingle roof at DeMotte to cost \$51,000. For a new roof to be installed first of October would require specs to be ready in July. A normal timeline is 30 days for construction, 30 days to order materials, 3 weeks for bids, and another couple of weeks to prepare specs. H. Mohler recommended that we bid out a shingle roof with an alternate for a metal roof, and both libraries at same time with the Rensselaer roofing project not to begin until 2009. On a motion by T. Schultz, seconded by J. Melton, the board authorized P. Stringfellow to contract with H. L. Mohler & Associates to provide architectural services for the roofing projects. Motion passed. H. Mohler took a set of building blueprints for each library to review.

DeMotte Boilers: Terry Gibbs of Precision Control Systems presented the board with 3 options to replace the Hydro Therm pulse boilers. Our current boilers are rated at 299,000 BTU each. One boiler handles the bulk of the load with the second boiler kicking in when needed. One of our boilers is no longer operable. The heat exchanger is no longer supported by the manufacturer.

There is no way of determining how long the second boiler will last, plus it is not capable of heating the building under extreme weather conditions. The maintenance schedule for checking components of the boiler is being completed more often than normal, every year rather than every 3 yrs. He strongly urges replacing the boilers with high-efficiency (H-E) ones over standard efficiency boilers. He offered replacing with one of these boilers: *Option 1*) Weil McLain Ultra 310,000 BTU (93.3% H-E rating) with 15 yr limited warranty on H-E (only 11,000 BTU more than we currently have); *Option 2*) Lochinvar KBN 285,000 BTU (96% H-E rating) with 12 yr limited warranty (smaller than present BTU); and *Option 3*) Lochinvar KBN 399,000 BTU (93.3% H-E rating) with 12 yr limited warranty. A decision will need be considered for venting out the roof. The current setup is convoluted, partly because of aesthetics. By venting to west, the vent terminal would be visible from sidewalk. We could vent to the north but would have to be a minimum of 10' away from the fresh air intake. T. Gibbs presented an alternative for the board to consider in lieu of purchasing both boilers this year. 1) It is possible to install one high-efficiency boiler and hook up the Hydro Therm boiler to it, replacing the Hydro Therm boiler when it dies. Precision Control could install all of the components for both boilers now in anticipation that a second high-efficiency boiler would be purchased later. T. Gibbs recommended replacing with the Lochinvar KBN 399,000 BTU, costing \$18,620 each or \$33,700 for both. It would take 1-2 weeks to complete an installation once a contract is signed. T. Gibbs could install one boiler and do the preliminary setup for the second boiler for no more than \$24,000.

The library has \$100,000 appropriated for major repairs. The board agreed since we will not need heat over the summer we would delay a decision until we get costs for the roof.

CPF Notice of Adoption: The library received approval for our 2009-2011 Capital Projects Plan from DLGF. J. Melton moved, seconded by A-M Egan to publish the Capital Projects Fund Notice of Adoption.

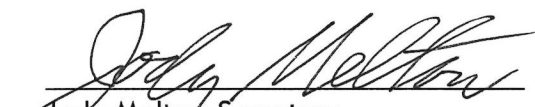
Advance Draw Resolution: In an effort to receive any property tax monies collected as they become available, M. Saylor made a motion that we request an advanced draw of property taxes collected payable 30 days after submitting the signed resolution. J. Floyd seconded the motion. Motion was unanimous.

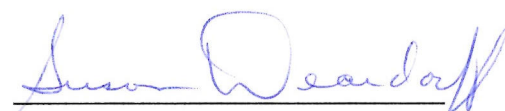
NORWEJ: J. Floyd moved to sign the Water Users Agreement to hookup to the municipal water supply of the Town of DeMotte. Motion was seconded by J. Melton. A \$10 deposit will accompany the agreement form with the balance of \$390 due by July 31, 2009 for the meter fee. Our well could still be used for lawn care needs.

Director's Report: P. Stringfellow was absent on medical leave. No verbal report was provided in her absence.

Future Agendas: Roofing Projects & Boiler Update

Adjournment: With no further matters for discussion, J. Melton moved to adjourn at 8:10 PM.


Jody Melton, Secretary


Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
June 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	8	0	0	8
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	167	3	0	170
Award Winning non-fiction (DAWN)	22	0	0	22
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	51	12	0	63
Books on CD (DBKCD)	135	3	3	141
Books on Tape (DBKT)	18	7	0	25
Compact Disc (DCD)	389	23	6	418
Digital Audiobooks (DDA)	9	0	0	9
DVD (DDVD)	1628	5	13	1646
Equipment (DEQP)	38	0	0	38
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	42	0	0	42
Fiction (DFIC)	1194	58	15	1267
Fiction Fantasy (DFICF)	19	0	1	20
Fiction Mystery (DFICM)	159	6	2	167
Fiction New (DFICNEW)	374	17	11	402
Fiction Science Fiction (DFICSF)	20	2	0	22
Fiction Western (DFICW)	3	1	0	4
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	23	1	0	24
Hanging Bags (DHANG)	32	1	0	33
ILL (DILL)	39	0	0	39
Internet (DINTER)	1400	0	0	1400
Juv. Audio book (DJAUDB)	28	0	0	28
Juv. Biography (DJBIO)	177	5	2	184
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	43	0	1	44
Juvenile Easy (DJE)	1279	4	0	1283
Juv. Easy Non-fiction (DJENF)	55	0	0	55
Juv. Easy Reader (DJER)	1238	4	1	1243
Juv. Fiction (DJFIC)	1378	11	5	1394
Juv. Holiday books (DJHOL)	26	0	0	26
Juv. Magazine (DJMAG)	89	0	0	89
Juv. Music Cassette (DJMC)	1	0	0	1
Juv. Nonfiction (DJNF)	1223	28	3	1254
Juv. Nonfic Text Bk (DJNFTB)	1	0	0	1
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	2	0	0	2

Juv. Toddler (DJTOD)	189	1	0	190
Large Print Fiction (DLPF)	149	5	2	156
Large Print Nonfic (DLPNF)	6	0	0	6
Magazine (DMAG)	893	20	7	920
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	15	0	0	15
Nonfiction 100 (DNF100)	32	2	0	34
Nonfiction 200 (DNF200)	29	6	0	35
Nonfiction 300 (DNF300)	83	7	4	94
Nonfiction 400 (DNF400)	2	0	0	2
Nonfiction 500 (DNF500)	49	5	0	54
Nonfiction 600 (DNF600)	245	24	9	278
Nonfiction 700 (DNF700)	130	6	2	138
Nonfiction 800 (DNF800)	8	0	0	8
Nonfiction 900 (DNF900)	66	6	0	72
Nonfiction DVD (DNFDVD)	41	0	0	41
Nonfiction (DNFIC)	31	11	1	43
Nonfiction New (DNFNEW)	97	8	5	110
Nonfiction VHS (DNFVHS)	38	1	0	39
Oversize (DOVER)	0	0	0	0
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	14	0	0	14
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	11	3	0	14
Software (DSWAR)	94	5	0	99
Vertical File (DVF)	6	0	0	6
VHS (DVHS)	392	1	0	393
YA Audio book (DYAUDB)	11	3	0	14
YA Biography (DYAB)	0	0	0	0
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	340	5	10	355
YA Nonfiction (DYANF)	44	1	2	47
YA Paperback Fic (DYAPBF)	202	5	4	211
Storage (DZSTO)	3	4	1	8
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	2	58	4	64
Books on CD (RBKCD)	3	165	3	171
Books on Tape (RBKT)	0	66	1	67
Compact Disc (RCD)	6	335	7	348
Digital Audiobooks (RDA)	0	7	0	7
DVD (RDVD)	9	2600	3	2612
Equipment (REQP)	0	116	0	116
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	61	0	61
Fiction (RFIC)	30	1071	16	1117

Fiction New (RFICNEW)	18	375	14	407
Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	97	4	101
Hanging Bag (RHANG)	0	17	0	17
ILL (RILL)	1	55	0	56
Internet (RINTER)	0	2597	0	2597
Juv. Audio book (RJAUDB)	0	25	0	25
Juv. Biography (RJBIO)	0	44	0	44
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	1	0	1
Juv. Compact Disc (RJCD)	0	25	0	25
Juvenile Easy (RJE)	7	1144	2	1153
Juv. Easy Non-fiction (RJENF)	0	60	0	60
Juv. Easy Reader (RJER)	0	620	1	621
Juv. Fiction (RJFIC)	26	882	3	911
Juv. Magazine (RJMAG)	0	35	0	35
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	3	603	10	616
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJTOD)	2	232	0	234
Large Print Fiction (RLPF)	7	185	2	194
Large Print Nonfic (RLPNF)	1	5	0	6
Magazine (RMAG)	3	387	3	393
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	0	10	0	10
Non-Fiction 100 (RNF100)	0	36	0	36
Non-Fiction 200 (RNF200)	4	36	0	40
Non-Fiction 300 (RNF300)	4	146	1	151
Non-Fiction 400 (RNF400)	1	15	0	16
Non-Fiction 500 (RNF500)	4	47	0	51
Non-Fiction 600 (RNF600)	7	261	9	277
Non-Fiction 700 (RNF700)	2	139	3	144
Non-Fiction 800 (RNF800)	3	27	1	31
Non-Fiction 900 (RNF900)	7	81	1	89
Nonfiction DVD (RNFDVD)	1	42	1	44
Nonfiction (RNFIC)	2	0	0	2
Nonfiction new (RNFNEW)	6	178	1	185
Nonfiction VHS (RNFVHS)	0	46	1	47
Oversize (ROVER)	0	0	0	0
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	0	0	0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	59	0	59
Software (RSWAR)	0	106	1	107
Vertical File (RVF)	0	8	0	8

VHS (RVHS)	2	308	1	311
YA Audio book (RYAUSB)	0	7	0	7
YA Biography (RYAB)	0	0	0	0
YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	0	0	0
YA Fiction (RYAF)	5	288	7	300
YA Nonfiction (RYANF)	2	40	0	42
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	5	6	39	50
Books on CD (WBKCD)	11	12	130	153
Books on Tape (WBKT)	1	3	17	21
Compact Disc (WCD)	6	36	391	433
Digital Audiobooks (WDA)	0	0	6	6
DVD (WDVD)	16	10	1590	1616
Equipment (WEQP)	0	0	69	69
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	32	32
Fiction (WFIC)	50	38	515	603
Fiction Fantasy (WFICF)	1	3	6	10
Fiction Mystery (WFICM)	1	7	60	68
Fiction New (WFICNEW)	32	21	369	422
Fiction Science Fiction (WFICSF)	0	1	23	24
Fiction Western (WFICW)	0	2	10	12
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	2	2
Hanging Bags (WHANG)	2	0	22	24
ILL (WILL)	0	0	36	36
Internet (WINTER)	0	0	1084	1084
Juv. Audio book (WJAUSB)	0	2	20	22
Juv. Biography (WJBIO)	0	1	42	43
Juv. Book on CD (WJBKCD)	0	0	0	0
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	3	0	57	60
Juvenile Easy (WJE)	19	4	1366	1389
Juv. Easy Non-fiction (WJENF)	0	0	39	39
Juv. Easy Reader (WJER)	7	1	835	843
Juv. Fiction (WJFIC)	25	22	861	908
Juv. Magazine (WJMAG)	2	0	32	34
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	8	15	854	877
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	2	2
Juv. Toddler (WJTOD)	7	0	250	257
Large Print Fiction (WLPF)	6	5	59	70
Large Print Nonfic (WLPNF)	0	1	8	9
Magazine (WMAG)	9	0	339	348
Non-Fiction 000 (WNF000)	1	0	5	6

Non-Fiction 100 (WNF100)	0	5	11	16
Non-Fiction 200 (WNF200)	4	1	15	20
Non-Fiction 300 (WNF300)	1	6	49	56
Non-Fiction 400 (WNF400)	0	0	3	3
Non-Fiction 500 (WNF500)	0	2	17	19
Non-Fiction 600 (WNF600)	16	5	199	220
Non-Fiction 700 (WNF700)	1	0	31	32
Non-Fiction 800 (WNF800)	0	0	5	5
Non-Fiction 900 (WNF900)	1	1	23	25
Nonfiction DVD (WNFDVD)	0	0	56	56
Nonfiction (WNFIC)	3	1	43	47
Nonfiction New (WNFNEW)	3	4	82	89
Nonfiction VHS (WNFVHS)	0	0	37	37
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	2	2
Software (WSWAR)	0	2	110	112
Vertical File (WVF)	0	0	2	2
VHS (WVHS)	0	1	351	352
YA Audio book (WYAUDB)	0	1	3	4
YA Biography (WYAB)	0	0	0	0
YA Books on CD (WYABKCD)	0	1	3	4
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	15	7	334	356
YA Nonfiction (WYANF)	1	1	32	34
YA Paperback Fic (WYAPBF)	0	0	2	2
Storage (WZSTO)	0	0	0	0
TOTAL	14955	14296	10790	40041

CIRCULATION BY HOLDINGS CODE
June 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	8	0	0	8
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	167	3	0	170
Award Winning non-fiction (AWNf)	22	0	0	22
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	58	76	43	177
Books on CD (BKCD)	149	180	136	465
Books on Tape (BKT)	19	76	18	113
Compact Disc (CD)	401	394	404	1199
Digital Audiobooks (DA)	9	7	6	22

DVD (DVD)	1653	2615	1606	5874
Equipment (EQP)	38	116	69	223
See librarian (ERR)	0	0	0	0
Express Book (EXP)	42	61	32	135
Fiction (FIC)	1274	1167	546	2987
Fiction Fantasy (FICF)	20	3	7	30
Fiction Mystery (FICM)	160	13	62	235
Fiction New (FICNEW)	424	413	394	1231
Fiction Science Fiction (FICSF)	20	3	23	46
Fiction Western (FICW)	3	3	10	16
Genealogy (GENE)	0	0	0	0
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	23	98	6	127
Hanging Bags (HANG)	34	18	22	74
ILL (ILL)	40	55	36	131
Internet (INTR)	1400	2597	1084	5081
Juv. Audio book (JAUDB)	28	27	20	75
Juv. Biography (JBIO)	177	50	44	271
Juv. Book on CD (JBCD)	0	0	0	0
Juv. Book on Tape (JBKT)	0	1	0	1
Juv. Compact Disc (JCD)	46	25	58	129
Juvenile Easy (JE)	1305	1152	1368	3825
Juv. Easy Non-Fiction (JENF)	55	60	39	154
Juv. Easy Reader (JER)	1245	625	837	2707
Juv. Fiction (JFIC)	1429	915	869	3213
Juv. Holiday (JHOL)	26	0	0	26
Juv. Magazine (JMAG)	91	35	32	158
Juv. Music Cassette (JMC)	1	0	0	1
Juv. Nonfiction (JNF)	1234	646	867	2747
Juv. Nonfic Text Bk (JNFT)	1	0	0	1
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	2	0	2	4
Juv. Toddler (JTOD)	198	233	250	681
Large Print Fiction (LPF)	162	195	63	420
Large Print Nonfic (LPNF)	7	6	8	21
Magazine (MAG)	905	407	349	1661
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	16	10	5	31
Non-Fiction 100 (NF100)	32	43	11	86
Non-Fiction 200 (NF200)	37	43	15	95
Non-Fiction 300 (NF300)	88	159	54	301
Non-Fiction 400 (NF400)	3	15	3	21
Non-Fiction 500 (NF500)	53	54	17	124
Non-Fiction 600 (NF600)	268	290	217	775
Non-Fiction 700 (NF700)	133	145	36	314
Non-Fiction 800 (NF800)	11	27	6	44
Non-Fiction 900 (NF900)	74	88	24	186
Non-Fiction DVD (NFDVD)	42	42	57	141
Nonfiction (NFIC)	36	12	44	92
Nonfiction New (NFNEW)	106	190	88	384

Nonfiction VHS (NFVH)	38	47	38	123
Oversize (OVER)	0	0	0	0
Professional Coll. (PROF)	0	0	0	0
Parent Shelf Juv. Fic (PJF)	0	0	0	0
Parent Shelf Juv. NF (PSJNF)	14	0	0	14
Reference (REF)	25	54	19	98
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	11	62	2	75
Software (SWAR)	94	113	111	318
Vertical File (VF)	6	8	8	22
VHS	394	310	352	1056
YA Audio book (YAUDB)	11	11	3	25
YA Biography (YAB)	0	0	0	0
YA Books on CD (YABKCD)	0	1	3	4
YA Books on Tape (YABKT)	0	0	0	0
YA Fiction (YAF)	360	300	351	1011
YA Nonfiction (YANF)	47	42	34	123
YA Paperback Fic (YAPBF)	202	5	6	213
Storage (ZSTO)	3	4	1	8
				0
Free reads	355	295	75	725
Games/Puzzles	13	16	0	29
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	15348	14661	10890	40899

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2463	2157	1213	5833
Nonfiction	998	1329	628	2955
CHILDREN'S BOOKS				
Fiction	4352	2928	3324	10604
Nonfiction	1531	756	952	3239
YA BOOKS				
Fiction	585	403	363	1351
Nonfiction	47	42	34	123
Magazines, Adult	905	407	349	1661
Magazines, Children	91	35	32	158
Sound Recordings, adult	589	669	570	1828
Sound Recordings, ch	109	71	100	280
Online databases	0	0	0	0
Software	94	113	111	318
Vertical file	6	8	8	22
VHS/DVD	2127	3014	2053	7194
Equipment	38	116	69	223
Total	13935	12048	9806	35789

A-V Circulation	2919	3867	2834	9620
A-V Circulation as % of total	20.9%	32.1%	28.9%	26.9%

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
17,150	17,226	11,507	11,429	11,323	11,442
16,762	16,826	18,676	18,721	9,211	9,274
					ADULT BOOKS
					Fiction
					Nonfiction
					CHILDREN'S BKS
12,433	12,469	10,724	10,652	8,396	8,447
9,202	9,135	5,770	5,765	4,575	4,583
					Fiction
					Nonfiction
					YA BOOKS
2,109	2,112	2,046	2,089	1,680	1,690
428	429	662	664	147	147
					Fiction
					Nonfiction
					0 Magazines,Adult
					0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,287	2,314	2,888	2,911	2,614	2,643 Sound Rec/Adult
448	452	383	382	479	479 Sound Rec/Child
25	25	16	16	1	1 Online Databases
319	318	371	371	142	142 Software
3	3				Vertical Files
2,701	2,741	3,799	3,846	1,925	1,975 VHS/DVD
119	119	142	142	57	57 Equipment
63,986	64,169	57,004	57,008	40,550	40,880 TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

June 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	165	36	147	32	312	68	624	135
LOCAL HISTORY								
In person	3	1	10	3	6	2	19	5
Letters written	0	0	5	5	0	0	5	5
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1400	58	2597	108	1084	45	5081	212
Computer software used	191	16	144	12	86	7	421	35
VCR Use	0	0	0	0	1	0	1	0
Microforms	7	1	1	0	0	0	8	1
CD ROM/Online databases	127	11	482	40	105	9	714	60
Typewriter use	1	0	0	0	1	0	2	0
Other equipment used	0	0	0	0	1	0	1	0
OTHER LIBRARY SERVICES USED								
Outreach activities	28	28	1	1	0	0	29	19
Notarized documents	3	1	2	1	0	0	5	1
Meeting Room Use (no. of group	40	13	46	15	45	15	131	44
Study room use	22	2	29	2	9	1	60	5
Proctoring	1	1	2	1	0	0	3	2
Tax Forms distributed	0	0	0	0	0	0	0	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	52		457		210		719	
WIRELESS USE via patron owned pcs	118		52		73		243	
INTERLIBRARY LOANS								
Requests made for:	43	11	75	19	15	4	133	33
Items rec'd for:	25	13	54	27	19	10	98	49
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7688	7760	4090	19538
				0
Non-resident, paying	1	3	0	4
PLAC card users	0	4	1	5
Reciprocal borrowers	392	338	75	805

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	0	0	0	0	0	0	0
Children's Programs (0-13)	6	36	10	60	9	54	25
Number attending	511		561		524		1596
YA Programs (14-17)	2	12	2	12	5	30	9
Number attending	65		24		65		154
Adult Programs	1	6	5	30	0	0	6
Number attending	502		221		20		743
Senior Citizen Programs	8	48	2	12	3	18	13
Number attending	72		20		32		124
Total Number of Programs	17	102	19	114	17	102	53
Total Persons Attending	1150		826		641		2617
Total Attending Same Month Last	1303		1195		627		3125
Total Staff Hours Spent		292		380		262	934
Total Number of In-House Program	11		19		17		47
Total Attendance	1088		826		641		2555
Total Number of Outreach Program	6		0		0		6
Total Attendance	62		0		0		62

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	8818	63.3%	7491	62.4%	5377	54.9%	21686	60.7%
Corporate	0	0.0%	52	0.4%	0	0.0%	52	0.1%
Juvenile 0-11	1724	12.4%	870	7.2%	1351	13.8%	3945	11.0%
Juvenile-AV	1499	10.8%	1561	13.0%	1524	15.6%	4584	12.8%
Nonresident No Fee	25	0.2%	101	0.8%	82	0.8%	208	0.6%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	7	0.1%	7	0.0%
Reciprocal Adult	526	3.8%	312	2.6%	33	0.3%	871	2.4%
Reciprocal Juvenile	75	0.5%	19	0.2%	0	0.0%	94	0.3%
Reciprocal Juvenile AV	12	0.1%	81	0.7%	0	0.0%	93	0.3%
Reciprocal YA	1	0.0%	7	0.1%	0	0.0%	8	0.0%
Reciprocal YA AV	3	0.0%	2	0.0%	0	0.0%	5	0.0%
School	0	0.0%	0	0.0%	0	0.0%	0	0.0%
School AV	0	0.0%	10	0.1%	0	0.0%	10	0.0%
St. Joseph College	0	0.0%	25	0.2%	0	0.0%	25	0.1%
Staff	525	3.8%	822	6.8%	805	8.2%	2152	6.0%
Walking books	87	0.6%	50	0.4%	0	0.0%	137	0.4%
YA 12-17	185	1.3%	122	1.0%	94	1.0%	401	4.0%
YA-AV	443	3.2%	485	4.0%	514	5.3%	1442	4.0%
Total	13923		12010		9787		35720	

All items borrowed by nonresidents

642 4.6%

557 4.6%

122 1.2%

1321 3.7%

**Salary Ordinance 2008
Updated 7/14/08**

Name	Classification	Present Hrly Wage	Start Date	Hrs Worked	Library
Rayann Gilmore	Assistant II	\$10.68		40	R

We have changed Rayann Gilmore's classification from Library Assistant I to Library Assistant II. We have recently added a significant new job responsibility to her position which warrants the change. She will now have responsibility for our Phone Tree notification process and associated tasks. Rayann has been on staff for a little over four years and has acquired her Associates Degree since joining our staff.

We have examined and approved the changes to the 2008 Jasper County Public Library Salary Ordinance. Dated 7/14/08

Natalie Waling Timothy H. S. Gault
Rene Marie Egan _____
Susan Deardorff _____
Mari Anne Saylor _____

Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 14th DAY OF July, 2008.

NAY

AYE

Natalie Waling
Gene Marie Egan
Susan W. Dandorf
Marlene Sayler
Timothy H. Schultz

ATTEST:

Natalie Waling
-tem Secretary of the Jasper County Public Library Board



☐ Rensselaer Public Library, Headquarters
208 West Susan Street
Rensselaer, Indiana 47978-2447
219 • 866-5881
Fax 219 • 866-7378

☐ DeMotte Public Library
901 Birch Street SW
P.O. Box 16
DeMotte, Indiana 46310-0016
219 • 987-2221
Fax 219 • 987-2220

☐ Wheatfield Public Library
350 S. Bierma Street
Wheatfield, Indiana 46392-7396
219 • 956-3774
Fax 219 • 956-4808

JASPER COUNTY PUBLIC LIBRARY
5/14/08

Kent,

EVA has been our magazine agency since 2001. We spend \$15,000 a year on magazine subscriptions. Sometime late in 2006 their customer service began deteriorating; however, we did renew in March of 2007 giving them one more year to improve service. In mid-summer 2007 we found out that EVA was not renewing subscriptions and/or not paying the publishers for them. There were some successes during the rest of the year getting the subscriptions renewed, but very slow in coming. Then in the last several months of 2007, communication was getting poor. We went with another magazine agency in February 2008, but this still left many magazine subscriptions that were EVA was responsible for renewing, multiple year subscriptions or renewals that had already been paid by the library in 2007 that weren't renewable until the first several months in 2008.

Calls can be made to EVA and are taken by their answering machine. Faxes go through too. Emails are not returned to sender, so I assume they are receiving these as well. I have sent two letters (3/27/08 and 5/6/08) by certified mail. It took over a week for them to pick up the first letter at their PO box. The second letter has not yet been picked up according to the post office. They have not acknowledged or responded to any forms of communication.

The three persons who deal with EVA on a daily basis in maintaining our subscriptions have had no communication since January or February. I do not normally contact them myself and by chance they picked up when I called on their non-800 phone line. The last time I had a conversation with Mary Cohen, owner, was on April 21, 2008. She was very cordial and told us that she had approved payment for all but one item in my March 27, 2008 letter to her, and we would receive a check in ten days. This never happened. They owe us over \$2000 for unfilled renewals and that cost could go higher if multiple year subscriptions are not placed that we paid EVA for.

Attached is a short history of our attempts to seek reconciliation with EVA. Again, EVA has been unresponsive. Perhaps a letter from our attorney will motivate them to resolve this conflict. Thank you.

Gail Jung
Business Manager

PERSONNEL POLICY

DEFINITIONS

1. **Exempt employees** are those whose duties and responsibilities are of an executive, administrative, or professional character (or other exempt work) as described under the Fair Labor Standards Act (FLSA) and who are paid on a salary basis and are, therefore, exempt from the overtime and certain other provisions of the FLSA.
2. **The Board of Directors** of the Jasper County Public Library will hereinafter be referred to as "**The Board**".
3. The **Jasper County Public Library** will hereinafter be referred to as "**JCPL**".
4. **Certified** employees are defined as any employees holding or qualifying for any of the five Indiana Library Certification levels.
5. **Non-certified** employees are defined as any employees not holding or qualifying for any of the five Indiana Library Certification levels.
6. A **work week** is defined as Sunday through Saturday.
7. **Overtime** is defined as any time worked over 40 hours per week.
8. The first six months of employment is considered a training/orientation period when a new employee must satisfactorily demonstrate the ability to perform his/her duties.

ADMINISTRATION AND MANAGEMENT

1. The administration and direction of all employees shall be the responsibility of the Director or his/her designee. Hiring of new personnel, promotions, dismissals shall be under the Director's jurisdiction except where the Board has indicated restrictions. The employment of the Director shall be the responsibility of the Board.
2. JCPL is an Equal Opportunity employer and selection of employees is based solely on merit.
3. All employees are employees at will and can be terminated at any time without notice.
4. JCPL shall observe Indiana Library State Certification requirements.
5. Each employee will be evaluated annually in writing. The Director will be evaluated annually in May.

6. Close relatives of Board members and staff shall not be employed by the Library. A special exception may be granted by the board for a person employed on an irregular and very limited basis.

SALARIES

1. This salary policy will be reviewed annually to determine whether the classification plan fairly reflects the kind and level of positions needed to effectively operate the library and whether salary ranges are still fair and equitable. Salary obligations made by the Board or by the Director are contingent upon sufficient revenues of the Library.
2. The Board is responsible for determining the amount of money to be budgeted for salaries and setting the salary of the Director.
3. The Director is responsible for determining the job classification and salary amounts for each employee subject to board review.

4. Explanation of Salary Plan

- 4.1 Pages, clerks and Library Assistant 1's will be evaluated after 3 months of employment. They will receive a 10 cent salary increase with a satisfactory 3 month evaluation. This also applies to employees promoted to clerk and Library assistant 1 positions.

All new employees will be evaluated after six months' employment. A satisfactory rating will qualify the individual for vacation benefits if applicable (see Vacations section for details). Pages, clerks and Library Assistant I's will receive another 10 cent salary increase at this time and again at the end of the first year of employment if performance is satisfactory. This also applies to employees promoted to clerk and Library assistant 1 positions. Promoted employees who have performed satisfactorily will receive the percentage increase determined by the board as per 4.3.

All newly promoted employees will be evaluated after 6 months in their new position.

An unsatisfactory rating at any time during the training/orientation period may result in immediate termination.

- 4.2 An employee must work 8 months in the same position to qualify for the annual increase in January.

A new employee who has not completed his/her first full year of employment by January 1 will receive the first annual increase beginning with the pay period following the anniversary date of his/her one year employment.

The employee will be eligible for ½ of the % increase determined by the board as per 4.3 the following January, if s/he has worked more than 3 months and less than 8 months at his/her one year salary. If the employee has worked less than 3 months at his/her one year salary, s/he remains at the present rate until the following January.

4.3 Each year an employee's annual salary will increase by an amount or percentage as determined by the board, except for those in the "Page" classification and those who have reached the maximum salary level for their classification. Page salaries are detailed in the Salary Schedule Chart, below.

4.4 Employees working less than an average of 8 hours per week do not automatically qualify for annual increases.

5. Work Performance

An employee who receives the lowest rating in 3 or more areas of a job performance evaluation is not eligible to receive a raise.

6. Upon Reaching Maximum Salary

An employee who reaches the maximum salary for his/her classification will be eligible for ½ of the % increase determined by the Board as per 4.3 annually.

7. Salary Schedule

Minimums and maximums will increase ½ of annual salary increase to adjust for inflation each January.

Compression adjustments will be applied to the salary schedule in accordance with federally mandated minimum wage increases.

Minimum salary for the page position will increase as required by federal law.

Jasper County Public Library

Salary Schedule (eff 7/16/08)

Classification	Minimum	Maximum	Classification	Minimum	Maximum
Clerk	\$8.38	\$10.95	Business Manager	\$14.30	\$19.70
Library Assistant I	\$8.94	\$12.08	Librarian 1	\$14.61	\$19.70
Library Assistant II	\$10.68	\$16.35	Librarian 2	\$15.22	\$20.82
			Librarian 3	\$17.06	\$24.85
Assistant Business Mgr.	\$11.00	\$16.70	Systems Administrator	\$17.06	\$24.85
Library Specialist I	\$11.00	\$16.70	Systems Specialist	\$11.00	\$16.70
Library Specialist II	\$13.49	\$18.07	Janitor	\$10.01	\$13.22
Library Specialist III	\$13.73	\$18.61	Janitor Mntce/Courier	\$11.45	\$16.32

	Minimum	One year	2 yrs	3 yrs	4 yrs
Page	\$6.55	\$6.85	\$7.15	\$7.45	\$7.75

7. Interim Services

When an employee is asked to take on a major portion of the essential responsibilities of an absent employee in a higher job classification for more than three months, s/he will receive additional pay as determined by the Director for the time in which s/he serves in an interim capacity.

8. Salary Classifications

Page: Must be 15 years old. If expected to work beyond 7:00 PM, they must be 16. Shelves books, straightens shelves. May also work at the circulation desk.

Clerk: High school graduate. Clerical work. Will work at circulation desk and/or in Technical Services.

Library Assistant I: H.S. graduate. In addition to clerical duties, will do basic ready reference work or work in technical services department doing basic materials processing.

Library Assistant II: H.S. graduate with 2 years college or with 3 years library experience or with special technical expertise in a specific area of library operation.

Library Specialist I: 2 years of college or 5 years of library experience and continuing education or special technical expertise in a specific area of library operation. Responsible for area of library operation requiring extensive independent judgment and responsibility.

Library Specialist II: Five years' experience as Library Specialist I. Demonstrates highly-developed skills. Spends at least 70% of time in a specialized area of library operation requiring extensive independent judgment and initiative.

Library Specialist III/Special Services Librarian: College graduate or 10 years' experience as a Library Specialist and head of a major library department or area.

Systems Specialist: 2 years of college or 2 years of technical experience. Requires extensive independent judgment and responsibility in maintaining and troubleshooting PCs and network problems.

Assistant to the Business Manager: 2 years of college or 2 years of experience in a related field (business and/or accounting). Requires extensive independent judgment and responsibility in maintaining accounting and personnel records.

Business Manager: 5 years accounting experience. Manages business operations of Library System including supply inventory, financial records, personnel records, benefits administration, general office and secretarial duties.

Janitor: Responsible for cleaning and light maintenance of library building.

Janitor/Maintenance: Responsible for cleaning and maintenance of library building.

Courier: Valid driver's license; excellent driving record; current auto insurance; transports library

2.4 Sick leave may be used in case of illness of the employee, or *close relative* provided these are living in the employee's household.

2.5 Five (5) days of an employee's *paid* sick leave per year may also be used for critical care needs of a parent or child not living in the household, with approval of the supervisor.

2.6 Sick leave may be used for medical appointments if an appointment cannot be made on the employee's own time.

2.7 Employee should notify supervisor of his/her desire to take sick leave 30 days before sick leave would begin for a foreseeable medical procedure.

2.8 Sick leave is a privilege to be used only for the above purposes. Sick leave cannot be used as vacation or earned time off.

2.9 Sick time may be used with special approval of the supervisor or director for extended funeral leave for immediate family members, funerals involving long distance travel, and for funerals of non-immediate family members.

2.10 An employee who is absent due to illness for 5 or more consecutive scheduled working days (for non FMLA situations) must present his/her supervisor with a physician's statement releasing him/her to return to work and specifying any limitations.

3. **Holidays**

3.1 Employees who work an average of 32 hours or more per week are eligible for paid holidays. Refer to the Holiday Policy for a list of holidays we observe.

3.2 An Anniversary Holiday, defined in the Holiday Policy, will be given to any long-term employee regardless of full or part time status. Anniversary holidays will be prorated for employees working less than 32 hours per week.

3.3 An employee who works 3 or 4 eight hour days per week will receive one 8 hour day off with pay when a holiday occurs, if they are eligible for paid holidays. A person who works five 7 hour days will receive one 7 hour day off with pay when a holiday occurs.

3.4 If the holiday falls on the employee's day off, that employee is granted equivalent time off with pay to be taken within the pay period. If the employee works 40 hours per week, the equivalent time must be taken within the work week. Not applicable for exempt employees.

4. **Vacations**

4.1 **Schedule of earned vacation credit**

Vacation time is based on a 40 hour work week and is prorated for employees working 20 to 39 hours per week.

A vacation day is defined as the hours that an employee is regularly scheduled to work per week during the time the vacation is accrued divided by five (5).

4.1.1 Certified librarians and Systems Administrator

A. Librarian or Systems Administrator working an average of 32 hours per week or more

0-4 years' service - 1.5 days per month with pay

5+ years' service - 2 days per month with pay

B. Director

0+ years' service - 2 days per month with pay

4.1.2 Non-Certified employees working an average of 32 hours per week or more

0-4 years' service - 1 day per month with pay

5-9 years' service - 1.5 days per month with pay

10+ years' service - 2 days per month with pay

4.1.3 Part time employees working 20 to 31 hours per week

3-9 years' service - 1 day per month with pay

10+ years' service - 1.5 days per month with pay

4.2 Regulations

4.2.1 No employee may take vacation without approval of the Director or his/her designee

4.2.2 Vacation time is not cumulative from one year to the next.

4.2.3 Vacation time accrued during one calendar year is to be taken after the beginning of the following calendar year.

New employees are entitled to vacation benefits upon satisfactory completion of the six-month training/orientation period and upon receipt of a satisfactory performance evaluation. Vacation time will be credited from date of hire.

New employees are eligible to take credited vacation time after six months of employment for vacation time earned during previous calendar year.

4.2.4 During first partial year of employment, all vacation time is prorated.

4.2.5 Any employee who has successfully completed his/her orientation period and leaves before the end of any year will be paid for unused vacation leave.

4.2.6 Vacation leave will not accrue during unpaid leaves of absence.

4.3 Regulations for employees earning vacation before 1994. (These employees were hired under a policy requiring them to take vacation time the same year they earned it.) (Revised 4/06)

4.3.1 Vacation is credited at the rate of 2 days per month and may not be taken before the beginning of the month in which it is earned.

4.3.2 Employees may defer (or accrue) days of their annual earned vacation leave, to be taken in the subsequent year, until they have accumulated 24 days of accrued vacation.

4.3.3 Employees may never take more than 24 vacation days in one year.

4.3.4 Vacation leave will not accrue during unpaid leaves of absence.

5. **Funeral leave**

5.1 For staff who qualify for sick time, time off with pay for not more than three (3) working days may be granted by the Director so that the employee may arrange for and attend a funeral of the employee's spouse, the employee or spouse's child, sibling, grandparent, or parent, or the spouse of any of the above. Sick time may be used for extended funeral leave with the approval of the supervisor or Director (see 2.9).

5.2 Sick time may be used to attend the funeral of non immediate family members or others with the approval of the supervisor or Director.

6. **Excused absences**

6.1 An excused absence with pay may be granted by the Director or his/her designee to any employee working an average of 32 hours or more per week. Excused absences are granted when weather conditions necessitate the closing of the library.

Such absences will not be charged to accrued compensatory time, vacation leave, or sick leave. Any employee who is on sick or vacation leave when library is closed for such stated emergencies will be charged with his/her sick or vacation leave as if the library were open for business. If the library closes for such emergencies on an employee's day off, the employee will not receive another day off. Employees, working fewer than 32 hours per week, who are offsite and are scheduled to work but are unable to work due to library closure, have the option to make up any lost time. All employees who are onsite at time of emergency closure will be paid for the remainder of their shift.

In the event of library closings due to temporary unsafe or unhealthy working conditions, employees may be asked to report to another branch. Mileage will be paid in this case, if the distance traveled is greater than the distance from the employee's home to his/her usual workplace. Carpooling to the new location is expected when practical.

6.2 **Jury Duty**

6.2.1 Employees will be granted leave of absence with pay for jury duty that falls on a scheduled work day. Employee is required to submit a jury verification notice to the business office.

6.2.2 Pay under such circumstances shall be determined as the difference between normal wages for working hours missed at the library and the pay received for jury duty.

6.2.3 Employees shall note jury duty on their time sheet in the excused absence column. 'Jury duty' should be written in the note field.

7. Public Employee's Retirement Fund (PERF)

7.1 Employees who work an average of 32 or more hours per week are required to enroll in PERF if they hold positions classified as:

Director	Business Manager
Assistant Director	Library Specialist
Librarian 3	Library Assistant
Librarian 2	Special Services Librarian
Librarian 1	Systems Administrator
Assistant Business Manager	

7.2 The employee's *mandatory* contribution to PERF is 3% of gross earnings. In addition, the Library also contributes to JCPL's PERF account. This money will be paid out to eligible JCPL employees during their retirement.

7.3 Eligible employees may also elect to make voluntary pre-tax and/or post-tax contributions toward their retirement savings up to an additional 10% of gross earnings.

8. Health/life insurance

8.1 The library offers a group health package that includes medical, dental, prescription, vision, life and accidental death benefits that, is presently available to all employees working 30 hours or more per week. The Library has adopted the Internal Revenue Code Section 125, Premium Conversion Plan, to pay for qualified employee insurance premiums.

8.2 The Board will pay all but \$1.00 per year of the life insurance cost for any eligible employees who elect not to take the health insurance.

9. Family and medical leave

FMLA benefits will be administered as required by law. Consult the JCPL FMLA Policy for more details. (p.171)

10. Meal time

Each employee working seven (7) hours or more in one day is allowed up to one (1) hour of their own time for lunch or supper.

11. Break time

Each employee is allowed a break of 15 minutes of paid time for each continuous working schedule of three and one-half (3 ½) hours.

Employees under the age of 18, who are scheduled to work six or more consecutive hours must take a 30 minute break without interruption between their third and fifth hours of work. If they work 7 or more hours in the day, the break is fully paid. If they work less than 7 hours, they are paid for 15 minutes of their break.

12. Leave without pay

Good attendance is a condition of employment and necessary for the smooth, efficient, economical running of the library. Leave without pay may, on occasion, be granted by the Director as long as it is not detrimental to JCPL. Unapproved absences without pay will result in disciplinary action.

13. Overtime/Compensatory Time

Except in emergency situations, non-exempt employees may work overtime only if compensatory time off can be arranged so that they work no more than 40 hours per week.

14. Meetings and conferences

14.1 Monies budgeted for professional meetings may be provided to employees and board members for the purpose of attending meetings and conferences fostering continuing education and training in those areas related to the operation of the library.

14.2 All employees and Board members are encouraged to attend library related meetings and workshops. Each employee must obtain approval of his/her supervisor and the Director before attending such meetings and seeking expense reimbursements. Board approval is required to attend workshops and other meetings which are not sponsored by ILF (Indiana Library Federation), ISL (Indiana State Library) or INCOLSA.

14.3 Employees attending meetings or conferences are paid only for their regularly scheduled hours. Any time exceeding the scheduled time shall be considered compensatory time and shall conform to section 13.1.

14.4 To receive compensation for expenses incurred for any meeting, employees and Board members must submit accounts payable vouchers with attached receipts to the Director's office by the Monday preceding the next board meeting.

15. Travel

15.1 Approved library business includes conferences, workshops, field trips, counterpart meetings, or meetings approved by the Board and travel among the three libraries of the Jasper County Public Library system.

15.2 Employees or board members traveling on approved library business outside their city or town limits will be reimbursed for mileage at the IRS approved rate.

15.3 Employees are prohibited from using personal communication devices (i.e. cell phones, pagers, etc) while operating a motor vehicle on library business. Employees operating a motor vehicle should park in a safe area before making or receiving telephone calls or otherwise using personal devices. Furthermore, employees are required to be familiar and comply with the laws of the jurisdiction in which they are driving.

16. **Appropriate dress**

Appropriate dress and personal grooming create a favorable image for the library. We expect you to use good judgment and to maintain high standards in your personal cleanliness and attire. Your appearance affects the library's image. The library reserves the right to determine that particular attire is inappropriate for its business and to inform you of this and instruct you to change inappropriate attire. Some clothing, such as jeans, normally judged unacceptable for work, will be allowed on casual dress days and on other special occasions with permission from the Director.

17. **Alcohol and drug use**

Use of alcoholic beverages is prohibited on all library property.

The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on library property. Employees violating that prohibition will be terminated. Employees working under the influence of alcohol or under the influence of illegally-used drugs may also be terminated. All violations will be reported to local law enforcement authorities.

An employee must notify the Director of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction. Such conviction will result in dismissal.

18. **Discipline**

The Jasper County Public Library makes no promise of continued employment or employment for a specific period of time. The employer-employee relationship remains at-will. An individual's employment will continue only so long as the employee is satisfied with the library, and the library is satisfied with the employee.

Any employee who fails to perform the job satisfactorily, or is otherwise guilty of misconduct or insubordination, will be subject to discipline. In many cases, progressive discipline will be employed, including counseling, verbal warnings followed by written warnings, before more drastic measures are taken. Because circumstances vary in each case, each situation will be handled on an individual basis.

19. **Second jobs:** JCPL does not prohibit employees from working at second jobs. The job cannot, however, interfere with meeting the staffing needs of JCPL. Employees may not work at second jobs while on leave (except vacation leave) from JCPL.
20. **Workers Compensation:** This insurance covers employee work-related injuries. It pays for medical expenses and for time off work due to the injury according to WC Regulations. The employee may use paid sick leave to make up the difference between workers' compensation time-off reimbursement and the employee's normal wage for that time period.
21. **Telecommuting:** Telecommuting arrangements will only be allowed at the discretion of the Director.

JCPL FINANCIAL STATEMENT

F1

June 30, 2008

	Beginning 2008 Balance	Current Month Disbursements	Y-T-D Disbursements	Current Month Receipts	Y-T-D Receipts	Ending Balance
Operating Fund	\$634,059.71	\$123,077.59	\$826,310.74	\$55,805.46	\$665,146.21	\$472,895.18
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$0.00	\$120.00	\$0.00	\$30.00	\$0.00
Gift Fund	\$7,476.70	\$2,138.71	\$4,146.19	\$1,220.00	\$7,322.60	\$10,653.11
DeMotte	\$2,752.56	\$90.50	\$1,103.95	\$75.00	\$788.75	\$2,437.36
Rensselaer	\$3,147.64	\$1,720.70	\$2,550.62	\$235.00	\$5,214.83	\$5,811.85
Wheatfield	\$1,576.50	\$327.51	\$491.62	\$910.00	\$1,319.02	\$2,403.90
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$39.11	\$897.96	\$180,938.58
Includes Investments of: \$150,000.00						
Bond & Interest Redemption Fund	\$264,072.50	\$175,437.10	\$333,914.60	\$14,777.97	\$101,311.07	\$31,468.97
Includes Investments of: \$0.00						
Rainy Day Fund	\$127,794.00	\$0.00	\$27,033.06	\$0.00	\$109,997.82	\$210,758.76
Includes Investments of: \$0.00						
State Technology Fund G	\$7,711.97	\$1,020.00	\$6,120.00	\$0.00	\$0.00	\$1,591.97
Capital Projects Fund	\$295,416.57	\$50.95	\$5,142.56	\$15,881.59	\$88,698.60	\$378,972.61
Includes Investments of: \$0.00						
Host/Hospitality Fund	\$0.00	\$0.00	\$390.00	\$0.00	\$390.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.38	\$2.10	\$2.10
Construction Fund	\$24,523.21	\$323.00	\$930.76	\$174,817.41	\$175,288.85	\$198,881.30
Includes Investments of: \$0.00						
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,584.46	\$33,630.86	\$5,584.46	\$33,630.86	\$0.00
FICA Tax Collected	\$0.00	\$5,667.70	\$34,158.60	\$5,667.70	\$34,158.60	\$0.00
State Tax Collected	\$2,435.82	\$2,702.78	\$15,664.99	\$2,661.74	\$15,890.91	\$2,661.74
County Tax Collected	\$1,809.13	\$1,976.21	\$11,566.11	\$1,939.90	\$11,696.93	\$1,939.95
Deferred Comp.	\$0.00	\$2,420.00	\$14,520.00	\$2,420.00	\$14,520.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$2,029.80	\$13,691.96	\$2,029.80	\$13,691.96	\$0.00
Employee Life Insur.	\$1.00	\$135.80	\$824.80	\$135.80	\$823.80	\$0.00
Employee P.E.R.F.	\$5,882.32	\$0.00	\$12,035.85	\$2,048.96	\$12,370.71	\$6,217.18
Garnishments	\$0.00	\$0.00	\$203.65	\$0.00	\$203.65	\$0.00
Credit Union	\$0.00	\$2,687.31	\$16,558.17	\$2,687.31	\$16,558.17	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$325,251.41	\$1,356,962.90	\$287,717.59	\$1,302,630.80	\$1,497,191.45

Bank Balances

Jasper County Public Library

Report as of: 6/30/2008

<i>Bank</i>		
1	Alliance Bank	\$1,113,797.85
2	Demotte State Bank	\$3,363.72
3	Alliance Bank-LIRF Acct	\$30,938.58
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$198,881.30
7	Rens. Banking Ctr CD#400040231	\$150,000.00
8	Rens. Banking Ctr CD#400040232	\$0.00
9	Rens. Banking Ctr CD#400040233	\$0.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00
<i>Total all banks =</i>		<i>\$1,497,191.45</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

2008 INVESTMENT REGISTER

F2.1

OPEN INVESTMENTS:

<u>Renewal Date</u>	<u>CD #</u>	<u>Issued By</u>	<u>Terms</u>	<u>Principal</u>	<u>%-Interest</u>	<u>Account</u>	<u>Purchase Date</u>	<u>Interest Earned</u>	<u>Comments</u>
7/15/2008	400040231	Rens. Banking Center	6-mo	\$150,000	5.010%	LIRF	1/15/2008	\$3,747.21	

CLOSED INVESTMENTS:

3/15/2008	400040234	Rens. Banking Center	60 day	\$200,000	4.501%	Operating	1/15/2008	\$1,479.78	
5/15/2008	400040235	Rens. Banking Center	4-mo	\$125,000	4.501%	Rainy Day	1/15/2008	\$1,865.14	
6/15/2008	400040232	Rens. Banking Center	5-mo	\$250,000	4.501%	CPF	1/15/2008	\$4,685.97	
6/15/2008	400040233	Rens. Banking Center	5-mo	\$100,000	4.501%	BIRF/Constr	1/15/2008	\$1,874.39	

7/1/2008

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 6/1/2008 To 6/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	(\$65.21)	\$0.00	\$0.00	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,243.20	\$25,397.67	\$26,288.33	49.1
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$68,045.73	\$410,870.45	\$446,253.55	47.9
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$3,829.00	\$23,943.10	\$33,700.90	41.5
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,667.70	\$34,158.60	\$36,529.40	48.3
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$0.00	\$2,605.63	\$2,979.37	46.7
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$0.00	\$30,021.02	\$33,726.98	47.1
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$5,465.67	\$33,891.60	\$55,844.40	37.8
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$87,186.09	\$560,888.07	\$635,322.93	46.9
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$0.00	\$212.53	\$737.47	22.4
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$691.76	\$5,250.37	\$4,749.63	52.5
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$420.08	\$3,136.08	\$1,613.92	66.0
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$228.04	\$2,159.04	\$3,148.96	40.7
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$208.36	\$638.23	\$111.77	85.1
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$14.97	\$36.10	\$163.90	18.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$0.00	\$350.20	(\$50.20)	116.7
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$487.95	\$3,376.68	\$9,683.92	25.9
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$78.29	\$71.71	52.2
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$2,051.16	\$15,237.52	\$20,781.08	42.3
3. Other Services and Charges							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$2,034.00	\$8,925.00	\$2,037.00	\$5,643.00	\$3,282.00	63.2
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$370.96	\$1,642.49	\$657.51	71.4
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$103.00	\$2,937.67	\$1,062.33	73.4
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$1,753.65	\$10,696.03	\$7,703.97	58.1
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$219.74	\$2,618.63	\$7,403.37	26.1
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$81.93	\$451.68	\$1,548.32	22.6
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$390.00	\$2,340.00	\$28,260.00	7.6
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$0.00	\$75.30	\$824.70	8.4
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$670.76	\$129.24	83.8
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$55.00	\$200.00	21.6
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$0.00	\$12,778.00	\$12,751.00	50.1
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$1,974.91	\$20,694.76	\$24,305.24	46.0
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$5,380.38	\$28,861.69	\$33,138.31	46.6
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$70.25	\$535.35	\$484.65	52.5
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$330.29	\$2,177.13	\$1,882.87	53.6
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$2,207.32	\$26,555.98	\$25,221.02	51.3
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$25.00	\$675.00	3.6

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$169.75	\$70.25	70.7
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$27.00	\$2,052.99	\$259.01	88.8
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$210.22	\$500.29	\$10.65	97.9
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$174.41	\$274.41	\$45.95	\$243.29	\$31.12	88.7
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$4,282.40	\$17,560.95	\$48,634.05	26.5
Subtotal	\$368,046.00	\$2,394.35	\$370,440.35	\$19,494.95	\$139,285.74	\$231,154.61	37.6
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$62.10	\$2,168.16	\$9,417.84	18.7
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$6,888.79	\$64,916.28	\$90,534.09	41.8
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$1,224.73	\$16,020.74	\$4,159.26	79.4
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$6,169.77	\$27,794.23	\$48,593.81	36.4
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$14,345.39	\$110,899.41	\$152,705.00	42.1
Grand Total	\$1,847,483.00	\$18,791.36	\$1,866,274.36	\$123,077.59	\$826,310.74	\$1,039,963.62	44.3

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 120 RENS/DEM & WHTFLD BIRF

Jasper County Public Library

Report Date: From 6/1/2008 To 6/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>3. Other Services and Charges</i>							
3.14 OTHER PROFESSIONAL SERVICES	\$630.00	\$0.00	\$630.00	\$630.00	\$630.00	\$0.00	100.0
3.81 PAYMENT OF BONDS	\$210,000.00	\$0.00	\$210,000.00	\$0.00	\$105,000.00	\$105,000.00	50.0
3.82 INTEREST-BONDS	\$105,118.00	\$0.00	\$105,118.00	\$0.00	\$53,477.50	\$51,640.50	50.9
Subtotal	\$315,748.00		\$315,748.00	\$630.00	\$159,107.50	\$156,640.50	50.4
Grand Total	\$315,748.00	\$0.00	\$315,748.00	\$630.00	\$159,107.50	\$156,640.50	50.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 130 LIRF FUND

Jasper County Public Library

Report Date: From 6/1/2008 To 6/30/2008

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>3. Other Services and Charges</i>							
3.61 BUILDING & STRUCTURES	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0
Subtotal	\$50,000.00		\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0
Grand Total	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 160 CAPITAL PROJECTS FUND

Jasper County Public Library

Report Date: From 6/1/2008 To 6/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>3. Other Services and Charges</i>							
3.14 OTHER PROFESSIONAL SERVICES	\$3,035.00	\$0.00	\$3,035.00	\$0.00	\$0.00	\$3,035.00	0.0
3.26 NETWORKING	\$900.00	\$0.00	\$900.00	\$0.00	\$930.00	(\$30.00)	103.3
3.98 MAINTENANCE/SERVICE CONTRACTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$3,935.00		\$3,935.00	\$0.00	\$930.00	\$3,005.00	23.6
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$38,174.00	\$0.00	\$38,174.00	\$50.95	\$4,212.56	\$33,961.44	11.0
4.53 NONPRINTED MATERIALS	\$4,891.00	\$0.00	\$4,891.00	\$0.00	\$0.00	\$4,891.00	0.0
Subtotal	\$43,065.00		\$43,065.00	\$50.95	\$4,212.56	\$38,852.44	9.8
Grand Total	\$47,000.00	\$0.00	\$47,000.00	\$50.95	\$5,142.56	\$41,857.44	10.9

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
6/6/2008	100 OPERATING FUND	3.14 OTHER PROFESSIONAL SERVICES	\$2,034.00	Reimbursement LSTA Self Check Grant A/P #165 A/R #295 Receipt #176
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
5/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$79.95	Refund/Reimbursement A/P #394- Minter
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$25.95	Refund/Reimbursement Margaret Agnew A/P #492 Receipt #248
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$20.00	Refund/Reimbursement Gena Maze A/P #478
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07
5/12/2008	151 RAINY DAY FUND	3.93 TAXES & ASSESSMENTS	\$18,441.06	Refund - A/P #177 Treas of JC, A/R #66

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$18,791.36
151	\$18,441.06

Voucher List**Jasper County Public Library****Report Date: From 6/1/2008 To 6/30/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27244	452	4 IMPRINT, INC.	6/9/2008	Tote Bags & Fold-up Fliers-Summer Reading Program	\$1,217.58
27245	453	ACE HARDWARE	6/9/2008	Kilz & painting supplies-(railing @ DeM), hardware, drill bit, concrete mix	\$47.99
27246	454	ALCO DISCOUNT STORE #290	6/9/2008	Ch.Program Supplies/Prizes-DeM.	\$70.05
27247	455	AUSTIN BOOK SALES	6/9/2008	Opportunities inSeries	\$84.72
27248	456	ALLIED WASTE SERVICES #71	6/9/2008	June Trash Pick-up, Wh. Lib.	\$52.94
27249	457	BAKER & TAYLOR	6/9/2008	Books, Gift Books, AV, Continuations	\$5,772.79
27250	458	BAKER & TAYLOR ENTERTAIN	6/9/2008	DVD's	\$144.14
27251	459	BLUETARP FINANCIAL, INC	6/9/2008	Picture Hangers	\$3.19
27252	460	BORDERS	6/9/2008	DVDs, Audiobooks, CDs	\$552.79
27253	461	BROAD REACH	6/9/2008	Books	\$141.67
27254	462	BUYBUTTONPARTS.COM	6/9/2008	Button Parts	\$36.00
27255	463	CAPITAL ONE BANK	6/9/2008	Magazines-Garden Gate, Books, Ch. Prog Supplies/Prizes, DVDs, Workshop Expenses, Reinforcement Strips, Sidewalk sealant, etc	\$2,468.74
27256	464	CENTURION TECHNOLOGIES,	6/9/2008	Cornerstone Security Mtnc, 5/15/08-09.	\$116.60
27257	465	CHRISTOPHER KLOCEK	6/9/2008	Magic Shows (3) June 24th & 25th.	\$795.00
27258	466	CIRCLE R ELECTRIC, INC.	6/9/2008	Replace 5 bulbs Exterior Lights-Wh. Lib.	\$357.25
27259	467	CULLIGAN	6/9/2008	June Water Cooler Rental-Wh. Lib.	\$9.95
27260	468	DAVIDSON TITLES INC.	6/9/2008	Books	\$258.25
27261	469	DELL MARKETING L.P.	6/9/2008	DVD-RW Drive	\$50.95
27262	470	DEMCO	6/9/2008	Taping System, tape, Classification labels, Disk Repair, Withdrawn Stamp, file cases,	\$204.60
27263	471	EMILY DURAN	6/9/2008	AV Shopping Trip Mileage	\$49.70
27264	472	EDUCATION NETWORKS OF A	6/9/2008	Internet Connections, May 2008 & Traffic Prioritization	\$1,460.00
27265	473	FASE'S WATER TREATMENT	6/9/2008	Redout for Water Softner @ DeM.	\$60.00
27266	474	FLEX-PAC INC	6/9/2008	Kleenex, Paper Towels, Jumbo TP, Trash Can liners, M-Folds Hand towels	\$382.43
27267	475	GA FOODS GROUP	6/9/2008	Story Time Prog, Adult Programs, etc. Supplies	\$41.00
27268	476	GAIL JUNG	6/9/2008	Cups/Lids (Coffee Café), Batteries, Ceiling Spot Bulbs; Mgmt Mtg Mileage	\$59.84
27269	477	GALE	6/9/2008	Ency. Of Assoc., books	\$860.08
27270	478	GENA MAZE	6/9/2008	Refund on lost book (Snow Angels) returned (4/3/08)	\$20.00
27271	479	HIGHSMITH CO. INC.	6/9/2008	Bibliofile Label sets, Posters, Bk bags, cord splitter	\$207.22
27272	480	HISTORY EDUCATION	6/9/2008	DVDs	\$250.00
27273	481	HP PRODUCTS CORP.	6/9/2008	Gleme Glass Clnr	\$37.65
27274	482	INCOLSA	6/9/2008	Spring Board Mtg-Stringfellow, Ancestry Lib Online, Grove Art Online	\$2,759.00
27275	483	INGRAM	6/9/2008	Paperbacks	\$31.12
27276	484	INSECT LORE	6/9/2008	Butterfly Pavilion & Larvae	\$40.98
1040	485	JASPER COUNTY PUBLIC LIBR	6/9/2008	Bank transfer from DeM. State Bank to Alliance Bank	\$15,000.00
27277	486	JASPER COUNTY PUBLIC LIBR	6/16/2008	Repayment of Temp Loans of 12/27/07.	\$174,807.10
27278	487	JENNIFER L. DOUTHIT	6/9/2008	Mileage & Expenses-Counterparts Mtg & TLC Users Mtg.	\$164.52
27279	488	KAPER'S BUILDING MATERIAL,	6/9/2008	Ceiling Tiles-DeM.	\$40.18
27280	489	KIRBY RISK CORPORATION	6/9/2008	Parking Lot Bulbs (6)	\$131.04
27281	490	LAFAYETTE OFFICE SYSTEMS	6/9/2008	Annual Rens. Copier Service Agreement, 5/3/08-09	\$1,197.26
27282	491	LINDA POORTENGA	6/9/2008	Mileage: Mgmt Mtg. Books 2 Bridges; Dragonfly Pendant Program Supplies	\$99.22
27283	492	MARGARET AGNEW	6/9/2008	Refund on Lost Book (Stone Kiss) returned (5/13/08)	\$25.95
27284	493	MARSHALL CAVENDISH CORP	6/9/2008	Books	\$118.78
27285	494	MIDWEST TAPE	6/9/2008	DVD-Bob the Builder series	\$25.98

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27286	495	NANETTE SPEACHT	6/9/2008	Large Print Book	\$9.99
27287	496	NICOLE CAPEHART	6/9/2008	Chocolate Program Supplies	\$8.10
27288	497	NORTHWESTERN INDIANA TE	6/9/2008	DeM. Local Telephone, June 2008	\$155.71
27289	498	ORIENTAL TRADING CO., INC	6/9/2008	Summer Reading 'Going Buggy' Supplies/Prizes-Wh. Lib.	\$127.78
27290	499	PATTY STRINGFELLOW	6/9/2008	Mileage-HEA1001, Budget, Director's, Branch Visit Mtgs & Mtg Expenses	\$237.86
27291	500	PENWORTHY COMPANY	6/9/2008	Children Books	\$519.81
27292	501	POSTMASTER	6/9/2008	Postage Stamps: \$1-100, \$.02-100, \$.01-100	\$103.00
27293	502	PROQUEST LLC	6/9/2008	KV Post Newspaper Microfilming	\$736.31
27294	503	PURDUE UNIVERSITY	6/9/2008	Entomology Summer Rdg Program, 6/3/08 7 6/11/08	\$342.00
27295	504	QUILL CORPORATION	6/9/2008	Velcro dots, chairmat, legal pads, tape, envelopes, fax cartridges, pop-up notes, laserjet cartridges, file folders, glue, Liq. Paper, etc.	\$480.11
27296	505	RACHAEL CAVINDER	6/9/2008	Mileage: Marketing Mtg, book salesman, school visits, Mgmt Mtg, Summer Rdg trip, etc.	\$96.96
27297	506	RENEE CARR	6/9/2008	Home telephone calls for Publicity.	\$10.63
27298	507	RMC IMAGING, INC	6/9/2008	2- ST 200 Scanner Mtnce Contracts, 7/19/08-09	\$1,589.50
27299	508	ROEING CORPORATION	6/9/2008	Exchange Server Annual Mtnce 2008	\$1,046.50
27300	509	ROSEN PUBLISHING	6/9/2008	Books	\$181.85
27301	510	ROTARY CLUB of RENSSSLAE	6/9/2008	Membership Dues - March/April 2008	\$27.00
27302	511	ST. JOHN PLUMBING, INC.	6/9/2008	Pressure Tank leak repairs - Wh. Lib.	\$242.94
27303	512	SHEILA MAXWELL	6/9/2008	CIL/Counterpart/NICCL expenses, parking, Mileage: Mgmt, self-ck training, NICCL, CIL, etc.	\$560.52
27304	513	SILLY SAFARI SHOWS, INC.	6/9/2008	Summer Rdg Prog-Alligator Aaron presents What's Buggin'Ya Bug Show, 6/17 & 6/18	\$900.00
27305	514	SIMPLEXGRINNELL LP	6/9/2008	Replace Alarm System Voice Dialer @ DeM.	\$1,201.13
27306	515	TESS HAMEL	6/9/2008	Survey Mtg. Mileage	\$22.22
27307	516	TIM SCHULTZ	6/9/2008	Board Meeting, 5/12/08 Mileage	\$22.22
27308	517	TOWN OF DEMOTTE	6/9/2008	DeMotte Lib. Sewer Services-April 2008	\$68.42
27309	518	TOWN OF WHEATFIELD SEW	6/9/2008	Wh. Lib. Sewer Services, June 2008	\$56.65
27310	519	TRU-GREEN LIMITED PARTNE	6/9/2008	Crab Apple Scab Control Application-DeM. Lib.	\$51.00
27311	520	TYSEN'S FAMILY FOOD CENT	6/9/2008	Ch. Programs-Wh. Lib.	\$16.44
27312	521	UNIQUE MANAGEMENT SERVI	6/9/2008	Initial & Secondary Placements, April 2008	\$282.54
27313	522	VISION SERVICE PLAN- (IN)	6/9/2008	Vision Insurance Premium, June 2008-14 Participants	\$127.82
27314	523	WAL-MART COMMUNITY BRC	6/9/2008	DVDs, Lg. Tote containers, copy paper, fish tank supplies, survey enticements	\$322.86
150162	524	HIGHSMITH CO. INC.	6/9/2008	Wh. Construction Project: Swinger Sidewalk sign, lettering, 8-pocket Magazine holder, plexiglass sign holders	\$323.00
27315	525	NORWEJ	6/9/2008	Water Meter Fee Hook-up -DeMotte Library	\$10.00
27316	526	ANTHEM BLUE CROSS BLUE S	6/10/2008	Health Insurance Premium -June 2008	\$7,181.75
27317	527	ANTHEM LIFE	6/10/2008	Health Insurance Premium -June 2008	\$88.49
27318	528	EDWARD YOUNG	6/10/2008	Courier Mileage, 5/15/08-5/31/08	\$272.70
27319	529	FIRST TRUST CREDIT UNION	6/10/2008	Withheld from 10 June 08 Payroll	\$1,390.33
27320	530	GREAT-WEST RETIREMENT S	6/10/2008	Annuity w/held from 10 June 08 payroll (8 employees)	\$1,210.00
0	531	INDIANA DEPARTMENT OF RE	6/20/2008	EFT-State and County Tax Withheld May '08 Ref#55028 Verf Code 49	\$4,678.99
0	532	IRS USA TAXPAYMENT	6/11/2008	EFT-Federal & FICA w/held from 10 June 08 payroll, Ref #00659806	\$8,731.88
27321	533	JOSEPH ZELLON	6/10/2008	Courior Mileage: 5/16/08-5/31/08	\$90.90
0	534	PAYROLL	6/10/2008	PAYROLL	\$39,158.25
27322	535	WORKER TRAINING FUND	6/9/2008	Training Assessment Adjustment to May invoice-Annual fee	\$210.22
27323	536	BRENT HOFFMAN	6/9/2008	May Lawn Mowing-DeM (5), Rens (4), Whtfld (5)	\$345.00
0	537	ANTHEM LIFE	6/9/2008	To Correct A/P #2. wrong appropriation number entered.	\$0.00
0	538	JASPER COUNTY PUBLIC LIBR	6/16/2008	CD #400040232 Matured	\$250,000.00
0	539	JASPER COUNTY PUBLIC LIBR	6/16/2008	CD #400040233 Matured	\$100,000.00
0	540	PAYROLL	6/25/2008	PAYROLL	\$36,959.68

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27324	541	AFLAC	6/25/2008	Supplemental Insurance Premium-June 2008	\$168.00
27325	542	BANK OF NEW YORK	6/25/2008	BOND 2004 Paying Agent & Registrar Annual Fee-7/1/07-6/30/08	\$630.00
27326	543	CITY OF RENSSELAER	6/25/2008	Rensselaer Utilities, 5/7-6/9/08	\$2,868.28
27327	544	EDWARD YOUNG	6/25/2008	Courier Mileage, 6/1-6/15/08	\$272.70
27328	545	EMBARQ	6/25/2008	Local Phone, June 2008, Rensselaer & Wheatfield Libraries	\$197.35
27329	546	EMBARQ COMMUNICATIONS I	6/25/2008	Long Distance Calls, 5/9-6/5/08	\$7.27
27330	547	FIRST TRUST CREDIT UNION	6/25/2008	Direct Deposits-25 JUN 08 Payroll	\$1,296.98
27331	548	GREAT-WEST RETIREMENT S	6/25/2008	Annuity Savings Withheld from 25 JUN 08 Payroll	\$1,210.00
0	549	IRS USA TAXPAYMENT	6/26/2008	FICA & Federal Taxes withheld from 25 JUN 08 Payroll - Ref #00631250	\$8,187.98
27333	550	KANKAKEE VALLEY POST NE	6/25/2008	KV Post Subscription, Rens & Wh Lib.	\$94.00
27334	551	NIPSCO	6/25/2008	Utilities-DeM (5/7-6/5) & Wh (5/1-6/5)	\$4,709.54
27335	552	POST TRIBUNE PUBLISHING, I	6/25/2008	Newspaper Subscription-DeMotte Lib, 6/27/08-6/27/09	\$156.00
0	553	POPULAR SUBSCRIPTION SE	6/25/2008	Fund Correction on A/P #302 (4/14/08) - Gift Fund Purchase changed to Operating Fund purchase	\$0.00
Total Amount of Claims					\$690,251.41

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, July 01, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$690,251.41

Date this 14 day of July, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

June 30, 2008

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$3,009.77	\$18,321.29
DeMotte	\$1,019.25	\$5,471.06		
Rensselaer	\$1,214.75	\$8,043.58		
Wheatfield	\$775.77	\$4,806.65		
PHOTOCOPIES:			\$532.98	\$4,229.03
DeMotte	\$187.00	\$1,534.70		
Rensselaer	\$197.53	\$1,647.92		
Wheatfield	\$148.45	\$1,046.41		
INTEREST:			\$3,311.68	\$10,568.73
Checking/Repurchase/Savings/CD's	\$3,311.68	\$10,568.73		
TAXES:			\$46,861.91	\$619,514.76
Property Tax	\$46,861.91	\$286,670.62		
License Excise Tax	\$0.00	\$59,609.14		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$247,537.50		
Local Option/Property Tax Repl.	\$0.00	\$25,697.50		
TAXABLE SALES:-.....			\$5.12	\$9.08
REFUNDS:			\$2,084.00	\$12,503.32
Rebates/Refund	\$0.00	\$865.99		
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33		
Meeting Room Rental	\$50.00	\$300.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$2,034.00	\$2,034.00		
Interfund Transfer	\$0.00	\$8,592.00		
Miscellaneous Receipts	\$0.00	\$300.00		
TOTAL OPERATING FUND RECEIPTS.....			\$55,805.46	\$665,146.21
PLAC FUND:-.....			\$0.00	\$30.00
GIFT FUNDS:			\$1,220.00	\$7,322.60
DeMotte	\$75.00	\$788.75		
Rensselaer	\$235.00	\$5,214.83		
Wheatfield	\$910.00	\$1,319.02		
LIB. IMPROV. RESERVE FUND: (Interest).....			\$39.11	\$897.96
BOND & INTEREST REDEMPTION FUND:			\$14,777.97	\$101,311.07
Property Tax	\$14,777.97	\$90,402.32		
License Excise Tax	\$0.00	\$10,908.75		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND:			\$0.00	\$109,997.82
Special CAGIT Distribution	\$0.00	\$108,132.68		
Interest Earned	\$0.00	\$1,865.14		
STATE TECHNOLOGY FUND GRANT FUND:-.....			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$15,881.59	\$88,698.60
Interest Earned	\$4,895.34	\$6,409.91		
Property Tax	\$10,986.25	\$67,206.98		
License Excise Tax	\$0.00	\$15,081.71		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:			\$0.00	\$390.00
LEVY EXCESS FUND:			\$0.00	\$0.00
SALES TAX:			\$0.38	\$2.10
CONSTRUCTION FUND:			\$174,817.41	\$175,288.85
Int. Earned(Chkg.,CD's,Escrow)	\$10.31	\$481.75		
Innerfund Transfer	\$174,807.10			
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$262,541.92	\$1,149,085.21

WITHHOLDING ACCOUNT FUNDS:

			\$25,175.67	\$153,545.59
FIT Tax Collected	\$5,584.46	\$33,630.86		
FICA Collected	\$5,667.70	\$34,158.60		
State Tax Collected	\$2,661.74	\$15,890.91		
County Tax Collected	\$1,939.90	\$11,696.93		
Deferred Comp Plan	\$2,420.00	\$14,520.00		
Pre-tax Insurance Plans	\$2,029.80	\$13,691.96		
Life Insurance	\$135.80	\$823.80		
PERF	\$2,048.96	\$12,370.71		
Garnishments	\$0.00	\$203.65		
Credit Union	\$2,687.31	\$16,558.17		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$287,717.59	\$1,302,630.80

Voucher List**Jasper County Public Library****Report Date: From 7/1/2008 To 7/15/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27336	554	ALLIED WASTE SERVICES #71	7/10/2008	July Trash Pick-up, Wh. Lib.	\$54.16
27337	555	ANTHEM BLUE CROSS BLUE S	7/10/2008	Health Insurance Premium -July 2008	\$7,181.75
27338	556	ANTHEM LIFE	7/10/2008	Health Insurance Premium -July 2008	\$88.49
27339	557	BANK OF NEW YORK	7/10/2008	2004 Bond Payment	\$156,640.00
27340	558	EDWARD YOUNG	7/10/2008	Courier Mileage, 6/16-6/30/08	\$272.70
27341	559	EMBARQ	7/10/2008	Local Phone, July 2008, Rensselaer	\$159.56
27342	560	FIRST TRUST CREDIT UNION	7/10/2008	Direct Deposits-10 July 08 Payroll	\$1,356.99
27343	561	GREAT-WEST RETIREMENT S	7/10/2008	Annuity Savings Withheld from 10 JULY 08 Payroll	\$1,210.00
0	563	IRS USA TAXPAYMENT	7/11/2008	FICA & Federal Taxes withheld from 10 JULY 08 Payroll - Ref #00627192	\$8,668.81
27344	564	NIPSCO	7/10/2008	Utilities- Wh (6/6-7/1/08)	\$1,549.99
27345	565	NORTHWESTERN INDIANA TE	7/10/2008	DeM. Local Telephone, July 2008	\$155.75
27346	566	OED OFFICE OF ENERGY & D	7/10/2008	2nd Qtr Pymt PFEED Loan of 2002	\$2,402.97
27347	567	TOWN OF DEMOTTE	7/10/2008	DeMotte Lib. Sewer Services-May 2008	\$68.42
27348	568	TOWN OF WHEATFIELD SEW	7/10/2008	Wh. Lib. Sewer Services, July 2008	\$56.65
0	569	PAYROLL	7/10/2008	PAYROLL	\$38,834.33
27349	570	4 IMPRINT, INC.	7/14/2008	Summer Rdg. Sport Totebags	\$227.97
27350	571	ACE HARDWARE	7/14/2008	Ballcock for Toilet-DeM. Lib.	\$9.99
27351	572	ACP DIRECT	7/14/2008	Printer Cartridges	\$382.70
27352	573	ANGELA BARTON	7/14/2008	Pizzas for Teen Kickoff Party, Edible bugs for Food Fear Factor	\$31.65
27353	574	BAKER & DANIELS, LLP	7/14/2008	Consultation on FMLA policy, leave of absences policy, Military Family Leave Policy, Personnel Issues.	\$2,011.95
27354	575	BAKER & TAYLOR	7/14/2008	Books, Gift Books, AV, Continuations	\$9,648.83
27355	576	BAKER & TAYLOR ENTERTAIN	7/14/2008	DVD's	\$153.07
27356	577	BLOOMFIELD CORPORATION	7/14/2008	A/C leak, low refrigerant; recharged. Fixed loose belt.- Wh. Lib.	\$312.50
27357	578	BLUETARP FINANCIAL, INC	7/14/2008	Outdoor carpet tape	\$8.49
27358	579	BOYCE FORMS/SYSTEMS	7/14/2008	Receipt Books & Imprinted Purchase Orders	\$283.13
27359	580	BRENDA THOMPSON	7/14/2008	Mileage: LLN Programming, Disaster Recovery Mtg, Board Mtg, B2B, Mgmt Mtg.	\$196.78
27360	581	BRENT HOFFMAN	7/14/2008	June Lawn Mowing-DeM (4), Rens (4), Whtfld (4)	\$300.00
27361	582	CAPITAL ONE BANK	7/14/2008	B2B Mtg Expenses, Summer Rdg Supplies, Web Cam Prize, Budget Wksp Expenses	\$38.35
27362	583	CARRIAGE PAPER PRODUCT	7/14/2008	Receipt Printer Paper	\$144.23
27363	584	CDW GOVERNMENT, INC	7/14/2008	Office Pro Plus License	\$65.54
27364	585	CHESTER TECHNOLOGIES	7/14/2008	OKI Printer Toner Cartridges	\$351.00
27365	586	CMS, INC.	7/14/2008	Annual PC-COP Software License and Support	\$1,304.28
27366	587	CULLIGAN	7/14/2008	Water Cooler Rental-June & Water	\$49.95
27367	588	DAVIDSON TITLES INC.	7/14/2008	Books	\$50.85
27368	589	DEMCO	7/14/2008	Classification Labels, Foil Processing Hubs, Colored Dots, Fastape, Bk Jackets, Clear Tape, Disc Care Kit, A/C Adaptor	\$694.81
27369	590	DIANA KOOY	7/14/2008	Mileage: Bank Deposits, Budget Wksp, Dept Head Mtg, Water Sample, B2B, Mgmt Mtg	\$89.89
27370	591	EBSCO PUBLISHING	7/14/2008	Online Database for Auto Repair Reference	\$2,496.00
27371	592	EDUCATION NETWORKS OF A	7/14/2008	Internet Connections, June 2008 & Traffic Prioritization	\$1,460.00
27372	593	EVELYN BRISTOL	7/14/2008	AV Materials, Tie Dye Materials, Children's Supplies, Squeeze Bottles,Mileage: Scholastic Warehouse, Shopping ConAgra	\$626.88
27373	594	FLEX-PAC INC	7/14/2008	Hand soap	\$169.59
27374	595	GA FOODS GROUP	7/14/2008	Food Fear Factor, Mgmt Mtg Expenses	\$54.26

Printed on Monday, July 14, 2008

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<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27375	596	GAIL JUNG	7/14/2008	Mileage: Budget Wksp	\$45.96
27376	597	GALE	7/14/2008	Books	\$352.33
27377	598	GAYLORD BROS.	7/14/2008	Labels	\$1.95
27378	599	GOODWIN FIRE EQUIPMENT, I	7/14/2008	DeM. Lib Annual Fire Extinguisher Inspection - 9 Fire extinguishers inspected and tagged	\$33.00
27379	600	HERITAGE OFFICE PRODUCT	7/14/2008	Double Pocket Folders	\$18.88
27380	601	INCOLSA	7/14/2008	Tumblebook Library	\$495.05
27381	602	INDIANA DEPT. OF WORKFOR	7/14/2008	2nd Qtr Unemployment payment	\$852.65
27382	603	INFO USA MARKETING, INC.	7/14/2008	Indiana Business Directory	\$1,240.00
27383	604	INGRAM	7/14/2008	Paperbacks	\$15.15
27384	605	INSPIRATIONAL DISTRIBUTOR	7/14/2008	Chrisitan books	\$46.65
27385	606	JASPER COUNTY HOSPITAL	7/14/2008	June 2008 Water Testing (Coliform & Nitrates)-DeM Lib	\$17.00
27386	607	JENNIFER L. DOUTHIT	7/14/2008	Mileage: DeMotte for Mtg	\$22.22
27387	608	JOSEPH ZELLON	7/14/2008	Mileage: Courior Work, Maintenance Work @ DeM	\$118.17
27388	609	KIRBY RISK CORPORATION	7/14/2008	Ballasts	\$546.40
27389	610	KNOWBUDDY RESOURCES	7/14/2008	Books	\$219.45
27390	611	LINDA THOMPSON	7/14/2008	Book	\$11.44
27391	612	LINDA POORTENGA	7/14/2008	Mileage: LLN Program, B2B	\$39.39
27392	613	MIDWEST TAPE	7/14/2008	DVD's, Audiobook Case and sleeve	\$1,130.92
27393	614	NANETTE SPEACHT	7/14/2008	DVDs(John Adams & Planet Earth), Mileage: Basic Lit Mtg	\$151.80
27394	615	NORTH AMERICAN ENTERPRI	7/14/2008	Zig Zag Shelves	\$366.89
27395	616	OFFICE DEPOT	7/14/2008	Manila Folders, Air Duster, 3" Binder, envelopes	\$312.94
27396	617	PAULA MESTROVICH	7/14/2008	Reimbursement for a DVD returned to us	\$24.99
27397	618	PENWORTHY COMPANY	7/14/2008	Children's Books	\$432.96
27398	619	POPULAR SUBSCRIPTION SE	7/14/2008	American History Subscription (Price Increase) - DeM. Lib.	\$14.59
27399	620	POSTMASTER	7/14/2008	Stamps: 100-\$.83, 100-\$.59, 100-\$.58, 100-\$.75, 100- \$.17, 40-\$1.00	\$332.00
27400	621	PRECISION CONTROL SYSTE	7/14/2008	DeM - Replaced Valve, actuator, spring kit, Reinforced Manifold Piping, checked/replaced belts; Boiler #1 heat exchanger failure; Ignition board installed on Boiler #2; , Rens - installed owner hot water pump	\$1,981.41
27401	622	PREMIER WASTE & RECYCLIN	7/14/2008	Trash Pick-up, 7/1/08-9/30/08, DeM. Lib	\$150.00
27402	623	PROQUEST LLC	7/14/2008	Rens. Republican Microfilm, 1/1/08-4/30/08	\$68.04
27403	624	PURDUE UNIVERSITY	7/14/2008	2007 Jasper Cty Platbook	\$17.50
27404	625	QUILL CORPORATION	7/14/2008	Construction Paper, Exec Journal, Copy Paper, Correction Tape, Contact Paper, Labels	\$186.48
27405	626	RECORDED BOOKS, LLC	7/14/2008	Replacement tape- "Return to Harmony"	\$5.95
27406	627	REGENT BOOK CO., INC.	7/14/2008	BH&G Kitchen & Bath Ideas	\$13.03
27407	628	RELIABLE EXTERMINATORS, I	7/14/2008	Interior & Exterior Pest Control Application @ Rens.	\$200.00
27408	629	RELIANCE LABEL SOLUTIONS,	7/14/2008	Patron Cards	\$822.52
27409	630	ROEING CORPORATION	7/14/2008	1st qtr 2008 Contract of 6/3/08	\$1,250.00
27410	631	STANDARD & POOR'S CORP.	7/14/2008	Books-S&P Outlook	\$447.00
27411	632	SUSAN ENGELMANN	7/14/2008	Food Fear Factor Supplies, Card Stock, Mileage:B2B, Shopping Trip SRP Books	\$179.74
27412	633	TEACHING COMPANY	7/14/2008	DVDs "Utopia & Terror in the 20th Century"	\$97.46
27413	634	TESS HAMEL	7/14/2008	ILL Training Mileage and Expenses	\$67.62
27414	635	TIM SCHULTZ	7/14/2008	Mileage: Board Mtg	\$22.22
27415	636	TRUGREEN LIMITED PARTNE	7/14/2008	Applied Insect/Mite control	\$96.00
27416	637	TYSEN'S COUNTRY GROCERY	7/14/2008	Books for Bucks Party, Food Fear Factor Supplies	\$144.30
27417	638	TYSEN'S FAMILY FOOD CENT	7/14/2008	Books for Bucks Party	\$52.29
27418	639	UNIQUE MANAGEMENT SERVI	7/14/2008	Initial & Secondary Placements, April 2008	\$258.94
27419	640	VISION SERVICE PLAN- (IN)	7/14/2008	Vision Insurance Premium, July 2008-14 Participants	\$127.82
27420	641	WAL-MART COMMUNITY BRC	7/14/2008	Copy Paper, DVDs, pocket portfolios, janitorial supplies	\$2,212.79
27421	642	WORLD BOOK INC.	7/14/2008	Online New World Book Upgrade	\$995.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27422	643	YVONNE DEL VECCHIO	7/14/2008	Mileage: Walking Books, Deliver Comm Notices, Inspire Wksp	\$50.35
150163	644	BRODART CO.	7/14/2008	Directional Signs, CD/DVD Slatwall Displays - Construction Project	\$117.33
150164	645	CAPITAL ONE BANK	7/14/2008	Literature Organizers, Mobile Plasma Stand - Construcion Project	\$699.98
150165	646	GAYLORD BROS.	7/14/2008	2 Book Trucks - Construction Project	\$469.90
150166	647	HIGHSMITH CO. INC.	7/14/2008	Table Top Literature Displays - Wh. Constr. Project	\$105.27
150167	648	LIBRARY STORE, INC.	7/14/2008	2 Book Trucks, Acrylic Vertical Frames-Wh. Constr. Project	\$613.38
27428	649	LAURA ODLE	7/14/2008	Reimbursement on Returned Tape	\$18.00
27429	650	PUBLIC EMPLOYEES' RETIRE	7/14/2008	2nd Qtr. PERF Payment-Employee & Employer portions	\$21,738.82
27430	651	ROTARY CLUB of RENSSELAE	7/14/2008	Membership Dues - May/June 2008	\$24.00
Total Amount of Claims					\$279,939.18

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, July 14, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$279,939.18

Date this 14 day of July, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

AUG.

Agenda
Jasper County Public Library
Special Board of Trustees Meeting
Monday, August 25, 2008, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

2009 Budget Hearing

Adjournment

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, August 11, 2008, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of July Board Meeting
Bills/Financial Reports
Policy Review (R 10)

General Business

DeMotte/Rensselaer Roofs (R 25)
Budget 2009 (R 12/R 20)
Resolution to Continue in the
Public Library Internet Consortium (R 25)

Action

Action

Action

Director's Report (R 25-R 30)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

July 14, 2008
Rensselaer Library

Present: Susan Deardorff, Mari Anne Sayler, Timothy Schultz, Anne-Marie Egan, Natalie Waling, Patricia Stringfellow, & Gail Jung. **Absent:** Jody Melton, Joan Floyd

Agenda & Consent Agenda Approval: M. Sayler moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items including the minutes of the June Board Meeting, monthly bills, financial reports, no changes to the Reciprocal Borrowing Policy and Internet Acceptable Use Policy, recommended revisions to Salary Schedule in the Personnel Policy. Motion was unanimous.

DeMotte Roof & Boilers: Our attorney reviewed the architect's contract for the roofing project. The contract has been signed with H.L. Mohler & Associates. Designs are underway. Legal ads will be ready for publication in August. Bids will be opened, reviewed, and approved in September. Installation of the DeMotte roof should start in October. As soon as roofing costs are known, we can proceed with getting specs prepared and quotes for the boiler(s) at DeMotte. H.L. Mohler is available to write the boiler specs for the library.

Oath of Office: T. Schultz took the Oath of Office as he begins his second term on the library board.

INCOLSA Board Appointment: On a motion by T. Schultz, seconded by A-M Egan, P. Stringfellow was appointed as JCPL's INCOLSA Board representative. Motion passed.

Advance Draw Resolution: In an effort to receive any property tax monies collected as they become available, A-M Egan made a motion that we request an advanced draw of property taxes collected payable 30 days after submitting the signed resolution. N. Waling seconded the motion. All were in favor.

Budget Committee Meeting: The Budget Committee consisting of A-M Egan, N. Waling, and M. Sayler will meet with the director and business manager to review the 2009 budgets at the Rensselaer Library on July 23rd at 10:00 AM. The budget will also be sent to the County Council for a non-binding review as required. The Budget Committee will make their recommendations to the board at the August Board Meeting. The board will need to approve to advertise the budgets at this meeting.

Director's Report: P. Stringfellow and G. Jung will meet with the DLGF field representative on July 18th. She will answer questions and review our 2009 budget forms as needed.

The data from the User/Non-User Surveys was collated with favorable findings. The board had the opportunity to review the complete document carefully and professionally prepared by a staff committee. According to survey results JCPL serves the needs of the local community quite well overall. Book checkout, movie checkout, and using computers were the top reasons indicated for using the library.

Magazine Subscription Service: P. Stringfellow reported dissatisfaction with our former subscription service and detailed steps that had been taken to correct the situation. Our library

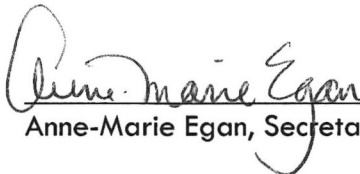
attorney has been consulted and advice followed. In addition we have reported this company to the Better Business Bureau. In an effort to utilize every avenue we can to resolve this matter, P. Stringfellow was asked to contact our senator to see if he could contact a senator in the state where this company is located to intervene on our behalf.

The library was favorably mentioned in "The Buzz" in the Rensselaer Republican.

The self-check grant report has been completed.

N. Waling asked if the library had ever provided a book or introductory literature in newborn care packages through the hospital. P. Stringfellow explained that at one time books had been distributed via a partnership with Healthy Families in Jasper County. The books were purchased with either grant money or Friends of the Library donations as tax revenue cannot be used for this purpose.

Adjournment: With no further matters for discussion, N. Waling moved to adjourn at 7:32 PM. A-M Egan seconded the motion.


Anne-Marie Egan, Secretary Pro-tem


Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
July 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	2	0	0	2
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	25	1	0	26
Award Winning non-fiction (DAWNF)	5	0	0	5
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	70	3	1	74
Books on CD (DBKCD)	122	4	8	134
Books on Tape (DBKT)	24	6	0	30
Compact Disc (DCD)	356	21	4	381
Digital Audiobooks (DDA)	5	0	0	5
DVD (DDVD)	1679	19	5	1703
Equipment (DEQP)	30	0	0	30
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	49	0	2	51
Fiction (DFIC)	1215	47	17	1279
Fiction Fantasy (DFICF)	27	2	0	29
Fiction Mystery (DFICM)	138	5	3	146
Fiction New (DFICNEW)	513	18	9	540
Fiction Science Fiction (DFICSF)	6	1	3	10
Fiction Western (DFICW)	26	0	0	26
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	28	0	0	28
Hanging Bags (DHANG)	27	0	0	27
ILL (DILL)	59	0	0	59
Internet (DINTER)	1698	0	0	1698
Juv. Audio book (DJAUDB)	21	3	0	24
Juv. Biography (DJBIO)	30	1	0	31
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	36	0	1	37
Juvenile Easy (DJE)	940	12	2	954
Juv. Easy Non-fiction (DJENF)	44	1	0	45
Juv. Easy Reader (DJER)	597	0	0	597
Juv. Fiction (DJFIC)	708	10	19	737
Juv. Holiday books (DJHOL)	9	0	0	9
Juv. Magazine (DJMAG)	71	0	0	71
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	520	3	1	524
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	4	0	0	4

Juv. Toddler (DJTOD)	155	1	0	156
Large Print Fiction (DLPF)	108	1	0	109
Large Print Nonfic (DLPNF)	11	1	0	12
Magazine (DMAG)	956	2	1	959
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	11	0	0	11
Nonfiction 100 (DNF100)	22	1	2	25
Nonfiction 200 (DNF200)	40	5	0	45
Nonfiction 300 (DNF300)	79	4	1	84
Nonfiction 400 (DNF400)	8	0	0	8
Nonfiction 500 (DNF500)	12	1	6	19
Nonfiction 600 (DNF600)	291	19	14	324
Nonfiction 700 (DNF700)	94	6	0	100
Nonfiction 800 (DNF800)	16	1	0	17
Nonfiction 900 (DNF900)	75	1	0	76
Nonfiction DVD (DNFDVD)	45	0	0	45
Nonfiction (DNFIC)	5	2	1	8
Nonfiction New (DNFNEW)	137	2	6	145
Nonfiction VHS (DNFVHS)	30	2	0	32
Oversize (DOVER)	0	0	0	0
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	5	0	0	5
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	16	0	0	16
Software (DSWAR)	89	1	0	90
Vertical File (DVF)	0	0	0	0
VHS (DVHS)	388	3	0	391
YA Audio book (DYAUSB)	2	2	0	4
YA Biography (DYAB)	1	0	0	1
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	236	6	3	245
YA Nonfiction (DYANF)	22	1	1	24
YA Paperback Fic (DYAPBF)	153	0	1	154
Storage (DZSTO)	4	0	0	4
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	4	55	1	60
Books on CD (RBKCD)	5	197	4	206
Books on Tape (RBKT)	4	44	2	50
Compact Disc (RCD)	22	412	12	446
Digital Audiobooks (RDA)	0	6	0	6
DVD (RDVD)	13	2998	10	3021
Equipment (REQP)	0	169	0	169
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	50	0	50
Fiction (RFIC)	36	1052	10	1098

Fiction New (RFICNEW)	20	403	7	430
Genealogy (RGENE)	0	2	0	2
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	47	2	49
Hanging Bag (RHANG)	0	21	0	21
ILL (RILL)	0	62	2	64
Internet (RINTER)	0	2480	0	2480
Juv. Audio book (RJAUDB)	2	24	0	26
Juv. Biography (RJBIO)	1	38	0	39
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	1	0	1
Juv. Compact Disc (RJCD)	0	19	0	19
Juvenile Easy (RJE)	4	790	4	798
Juv. Easy Non-fiction (RJENF)	0	66	0	66
Juv. Easy Reader (RJER)	7	385	0	392
Juv. Fiction (RJFIC)	14	532	4	550
Juv. Magazine (RJMAG)	0	35	0	35
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	10	548	0	558
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJTOD)	1	275	0	276
Large Print Fiction (RLPF)	13	184	6	203
Large Print Nonfic (RLPNF)	0	8	1	9
Magazine (RMAG)	0	520	8	528
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	0	15	0	15
Non-Fiction 100 (RNF100)	1	27	3	31
Non-Fiction 200 (RNF200)	7	36	3	46
Non-Fiction 300 (RNF300)	9	92	2	103
Non-Fiction 400 (RNF400)	1	6	0	7
Non-Fiction 500 (RNF500)	1	36	0	37
Non-Fiction 600 (RNF600)	16	265	5	286
Non-Fiction 700 (RNF700)	4	109	0	113
Non-Fiction 800 (RNF800)	3	21	1	25
Non-Fiction 900 (RNF900)	4	92	1	97
Nonfiction DVD (RNFDVD)	1	99	1	101
Nonfiction (RNFIC)	0	4	0	4
Nonfiction new (RNFNEW)	3	199	6	208
Nonfiction VHS (RNFVHS)	11	53	1	65
Oversize (ROVER)	0	0	0	0
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	0	0	0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	30	0	30
Software (RSWAR)	1	103	0	104
Vertical File (RVF)	0	8	0	8

VHS (RVHS)	1	320	1	322
YA Audio book (RYAUSB)	0	7	0	7
YA Biography (RYAB)	0	2	0	2
YA Books on CD (RYABKCD)	0	1	0	1
YA Books on Tape (RYABKT)	0	1	0	1
YA Fiction (RYAF)	17	223	6	246
YA Nonfiction (RYANF)	2	23	1	26
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	2	3	32	37
Books on CD (WBKCD)	8	10	119	137
Books on Tape (WBKT)	2	3	10	15
Compact Disc (WCD)	13	10	377	400
Digital Audiobooks (WDA)	0	0	5	5
DVD (WDVD)	19	6	1502	1527
Equipment (WEQP)	0	0	74	74
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	42	42
Fiction (WFIC)	75	29	506	610
Fiction Fantasy (WFICF)	0	4	8	12
Fiction Mystery (WFICM)	8	2	78	88
Fiction New (WFICNEW)	31	36	361	428
Fiction Science Fiction (WFICSF)	0	1	9	10
Fiction Western (WFICW)	0	0	1	1
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	9	9
Hanging Bags (WHANG)	0	0	25	25
ILL (WILL)	0	0	22	22
Internet (WINTER)	0	0	1043	1043
Juv. Audio book (WJAUSB)	2	1	14	17
Juv. Biography (WJBIO)	1	1	8	10
Juv. Book on CD (WJBKCD)	0	0	0	0
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	0	4	46	50
Juvenile Easy (WJE)	12	19	515	546
Juv. Easy Non-fiction (WJENF)	0	0	20	20
Juv. Easy Reader (WJER)	5	1	328	334
Juv. Fiction (WJFIC)	25	14	392	431
Juv. Magazine (WJMAG)	0	0	77	77
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	8	10	306	324
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	1	1
Juv. Toddler (WJTOD)	0	3	175	178
Large Print Fiction (WLFPF)	13	1	79	93
Large Print Nonfic (WLPNF)	0	1	3	4
Magazine (WMAG)	0	7	442	449
Non-Fiction 000 (WNF000)	0	5	6	11

Non-Fiction 100 (WNF100)	2	3	9	14
Non-Fiction 200 (WNF200)	11	1	15	27
Non-Fiction 300 (WNF300)	3	4	38	45
Non-Fiction 400 (WNF400)	0	0	6	6
Non-Fiction 500 (WNF500)	0	1	22	23
Non-Fiction 600 (WNF600)	7	12	124	143
Non-Fiction 700 (WNF700)	0	4	41	45
Non-Fiction 800 (WNF800)	0	0	9	9
Non-Fiction 900 (WNF900)	5	1	34	40
Nonfiction DVD (WNFDVD)	1	0	67	68
Nonfiction (WNFIC)	1	2	9	12
Nonfiction New (WNFNEW)	7	13	87	107
Nonfiction VHS (WNFVHS)	0	0	17	17
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	1	1
Software (WSWAR)	3	0	85	88
Vertical File (WVF)	0	0	4	4
VHS (WVHS)	1	1	244	246
YA Audio book (WYAUDB)	0	0	8	8
YA Biography (WYAB)	0	0	1	1
YA Books on CD (WYABKCD)	0	2	4	6
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	23	7	260	290
YA Nonfiction (WYANF)	4	0	35	39
YA Paperback Fic (WYAPBF)	1	0	1	2
Storage (WZSTO)	0	0	2	2
TOTAL	12626	13636	7973	34235

CIRCULATION BY HOLDINGS CODE
July 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	2	0	0	2
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	25	1	0	26
Award Winning non-fiction (AWNf)	5	0	0	5
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	76	61	34	171
Books on CD (BKCD)	135	211	131	477
Books on Tape (BKT)	30	53	12	95
Compact Disc (CD)	391	443	393	1227
Digital Audiobooks (DA)	5	6	5	16

DVD (DVD)	1711	3023	1517	6251
Equipment (EQP)	30	169	74	273
See librarian (ERR)	0	0	0	0
Express Book (EXP)	49	50	44	143
Fiction (FIC)	1326	1128	533	2987
Fiction Fantasy (FICF)	27	6	8	41
Fiction Mystery (FICM)	146	7	81	234
Fiction New (FICNEW)	564	457	377	1398
Fiction Science Fiction (FICSF)	6	2	12	20
Fiction Western (FICW)	26	0	1	27
Genealogy (GENE)	0	2	0	2
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	28	47	11	86
Hanging Bags (HANG)	27	21	25	73
ILL (ILL)	59	62	24	145
Internet (INTR)	1698	2480	1043	5221
Juv. Audio book (JAUDB)	25	28	14	67
Juv. Biography (JBIO)	32	40	8	80
Juv. Book on CD (JBCD)	0	0	0	0
Juv. Book on Tape (JBKT)	0	1	0	1
Juv. Compact Disc (JCD)	36	23	47	106
Juvenile Easy (JE)	956	821	521	2298
Juv. Easy Non-Fiction (JENF)	44	67	20	131
Juv. Easy Reader (JER)	609	386	328	1323
Juv. Fiction (JFIC)	747	556	415	1718
Juv. Holiday (JHOL)	9	0	0	9
Juv. Magazine (JMAG)	71	35	77	183
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	538	561	307	1406
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	4	0	1	5
Juv. Toddler (JTOD)	156	279	175	610
Large Print Fiction (LPF)	134	186	85	405
Large Print Nonfic (LPNF)	11	10	4	25
Magazine (MAG)	956	529	451	1936
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	11	20	6	37
Non-Fiction 100 (NF100)	25	31	14	70
Non-Fiction 200 (NF200)	58	42	18	118
Non-Fiction 300 (NF300)	91	100	41	232
Non-Fiction 400 (NF400)	9	6	6	21
Non-Fiction 500 (NF500)	13	38	28	79
Non-Fiction 600 (NF600)	314	296	143	753
Non-Fiction 700 (NF700)	98	119	41	258
Non-Fiction 800 (NF800)	19	22	10	51
Non-Fiction 900 (NF900)	84	94	35	213
Non-Fiction DVD (NFDVD)	47	99	68	214
Nonfiction (NFIC)	6	8	10	24
Nonfiction New (NFNEW)	147	214	99	460

Nonfiction VHS (NFVH)	41	55	18	114
Oversize (OVER)	0	0	0	0
Professional Coll. (PROF)	0	0	0	0
Parent Shelf Juv. Fic (PJF)	0	0	0	0
Parent Shelf Juv. NF (PSJNF)	5	0	0	5
Reference (REF)	59	44	31	134
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	16	30	1	47
Software (SWAR)	93	104	85	282
Vertical File (VF)	0	8	4	12
VHS	390	324	245	959
YA Audio book (YAUDB)	2	9	8	19
YA Biography (YAB)	1	2	1	4
YA Books on CD (YABKCD)	0	3	4	7
YA Books on Tape (YABKT)	0	1	0	1
YA Fiction (YAF)	276	236	269	781
YA Nonfiction (YANF)	28	24	37	89
YA Paperback Fic (YAPBF)	154	0	2	156
Storage (ZSTO)	4	0	2	6
				0
Free reads	350	617	123	1090
Games/Puzzles	9	3	0	12
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	13044	14300	8127	35471

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2632	2453	1266	6351
Nonfiction	1096	1199	545	2840
CHILDREN'S BOOKS				
Fiction	2495	2043	1439	5977
Nonfiction	637	668	336	1641
YA BOOKS				
Fiction	458	283	282	1023
Nonfiction	29	26	38	93
Magazines, Adult	956	529	451	1936
Magazines, Children	71	35	77	183
Sound Recordings, adult	563	726	553	1842
Sound Recordings, ch	88	73	86	247
Online databases	0	0	0	0
Software	93	104	85	282
Vertical file	0	8	4	12
VHS/DVD	2189	3501	1848	7538
Equipment	30	169	74	273
Total	11337	11817	7084	30238

A-V Circulation	2933	4404	2572	9909
A-V Circulation as % of total	25.9%	37.3%	36.3%	32.8%

SYSTEM

ADULT BOOKS

YA BOOKS

Fiction	4	0	458	34	2	283	18	0	282	1,023
Nonfiction	0	0	29	6	0	26	3	1	38	93
Magazines,Adult			956			529			451	1,936
Magazines, Child			71			35			77	183
Games, Toys										0
Sound Rec/Adult	25	0	563	29	4	726	14	2	553	1,842
Sound Rec/Child	33	0	88	0	2	73	11	0	86	247
Online Databases	0	0	0	0	0	0	0	0	0	0
Software	0	1	93	0	1	104	0	2	85	282
Vertical Files	0	0	0	0	0	8	0	0	4	12
VHS/DVD	53	1	2,189	37	31	3,501	22	17	1,848	7,538
Equipment			30			169			74	273
TOTAL	356	196	11,337	397	644	11,817	305	81	7,084	30,238

WHEATFIELD

MONTHLY SYSTEM STATISTICS

MONTHLY SYSTEM STATISTICS	2007	2008	% change
Current month's Circulation	28,964	30,238	4.4%
Jan. to date circulation	186,521	194,238	4.1%

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
ADULT BOOKS					
17,226	17,351	11,429	11,498	11,442	11,485
16,826	16,894	18,721	18,617	9,274	9,328
Fiction					
Nonfiction					
CHILDREN'S BKS					
12,469	12,493	10,652	10,538	8,447	8,497
9,135	8,965	5,765	5,601	4,583	4,614
Fiction					
Nonfiction					
YA BOOKS					
2,112	2,116	2,089	2,121	1,690	1,708
429	429	664	670	147	149
Fiction					
Nonfiction					
Magazines,Adult					
Magazines, Child					
0	0	20	20	0	0
Games, Toys					
2,314	2,339	2,911	2,936	2,643	2,655
452	485	382	380	479	490
Sound Rec/Adult					
Sound Rec/Child					
25	25	16	16	1	1
Online Databases					
318	317	371	370	142	140
Software					
3	3	Vertical Files			
2,741	2,793	3,846	3,852	1,975	1,980
VHS/DVD					
119	119	142	142	57	57
Equipment					
64,169	64,329	57,008	56,761	40,880	41,104
TOTAL					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

July 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	158	34	156	34	338	73	652	141
LOCAL HISTORY								
In person	2	1	9	3	5	1	16	5
Letters written	0	0	1	1	0	0	1	1
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1698	71	2480	103	1043	43	5221	218
Computer software used	199	17	110	9	159	13	468	39
VCR Use	0	0	0	0	0	0	0	0
Microforms	15	2	30	4	0	0	45	6
CD ROM/Online databases	92	8	499	42	43	4	634	53
Typewriter use	0	0	0	0	0	0	0	0
Other equipment used	0	0	0	0	0	0	0	0
OTHER LIBRARY SERVICES USED								
Outreach activities	51	51	3	2	0	0	54	36
Notarized documents	7	2	18	5	1	0	26	7
Meeting Room Use (no. of group)	37	12	50	17	16	5	103	34
Study room use	19	2	37	3	12	1	68	6
Proctoring	2	1	3	2	1	1	6	3
Tax Forms distributed	0	0	0	0	0	0	0	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	51		490		150		691	
WIRELESS USE via patron owned pcs	158		87		81		326	
INTERLIBRARY LOANS								
Requests made for:	76	19	35	9	29	7	140	35
Items rec'd for:	59	30	44	22	31	16	134	67
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7765	7807	4128	19700
				0
Non-resident, paying	1	3	0	4
PLAC card users	0	4	1	5
Reciprocal borrowers	394	338	75	807

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	0	0	3	18	0	0	3	18
Children's Programs (0-13)	6	36	10	60	5	30	21	126
Number attending	177		233		109		519	
YA Programs (14-17)	2	12	2	12	1	6	5	30
Number attending	44		21		13		78	
Adult Programs	2	12	4	24	0	0	6	36
Number attending	163		161		14		338	
Senior Citizen Programs	14	84	4	24	2	12	20	120
Number attending	150		57		11		218	
Total Number of Programs	24	144	23	138	8	48	55	330
Total Persons Attending	534		472		147		1153	
Total Attending Same Month Last	289		411		323		1023	
Total Staff Hours Spent		392		392		213		997
								980
Total Number of In-House Program	12		22		8		42	
Total Attendance	416		462		147		1025	
Total Number of Outreach Program	12		1		0		13	
Total Attendance	118		10		0		128	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	7781	68.9%	7795	66.2%	4726	67.0%	20302	67.4%
Corporate	0	0.0%	46	0.4%	0	0.0%	46	0.2%
Juvenile 0-11	724	6.4%	454	3.9%	430	6.1%	1608	5.3%
Juvenile-AV	1132	10.0%	1269	10.8%	779	11.0%	3180	10.6%
Nonresident No Fee	34	0.3%	100	0.8%	59	0.8%	193	0.6%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	373	3.3%	369	3.1%	44	0.6%	786	2.6%
Reciprocal Juvenile	20	0.2%	17	0.1%	0	0.0%	37	0.1%
Reciprocal Juvenile AV	44	0.4%	80	0.7%	12	0.2%	136	0.5%
Reciprocal YA	4	0.0%	0	0.0%	0	0.0%	4	0.0%
Reciprocal YA AV	8	0.1%	10	0.1%	0	0.0%	18	0.1%
School	0	0.0%	1	0.0%	0	0.0%	1	0.0%
School AV	0	0.0%	36	0.3%	0	0.0%	36	0.1%
St. Joseph College	0	0.0%	26	0.2%	0	0.0%	26	0.1%
Staff	491	4.4%	835	7.1%	611	8.7%	1937	6.4%
Walking books	114	1.0%	27	0.2%	0	0.0%	141	0.5%
YA 12-17	113	1.0%	112	1.0%	53	0.8%	278	4.6%
YA-AV	449	4.0%	596	5.1%	339	4.8%	1384	4.6%
Total	11287		11773		7053		30113	

All items borrowed by nonresidents

483 4.3%

639 5.4%

115 1.6%

1237 4.1%

**Salary Ordinance 2008
Updated 8/11/08**

Name	Classification	Present Hrly Wage	Start Date	Hrs Worked	Library
Sandra Schoonmaker	Public Services Assistant	\$10.68	7/31/08	40	R
Kim Hunter	Page	\$6.55	7/12/08	10	R
Nikki Hachlica	Clerk	\$8.38	8/1/08	13	W

We have hired Sandra Schoonmaker to replace Kris Hankins who resigned her position due to her move to Chicago, Illinois.

We have hired Kim Hunter to replace Benjamin Hunter who resigned his position due to his plans to attend college out of state this fall.

We have hired Nikki Hachlica to replace Jamie Jones, Wheatfield Clerk, who has recently taken a clerk position at the Rensselaer Library, a position vacated by Nicole Capehart.

We have examined and approved the changes to the 2008 Jasper County Public Library Salary Ordinance. Dated 8/11/08

<u>Natalie Waling</u>	<u>Jean G. Floyd</u>
<u>Ann Marie Egan</u>	<u>Immuty M. Schmitt</u>
<u>Jody Melton</u>	
<u>Sharon Deardorff</u>	

Food, Tobacco, Drug and Alcohol Policy

Food is prohibited in all public areas of the library, excluding the meeting rooms and the coffee café area at the Wheatfield Library.

Non-alcoholic beverages carried in covered containers are allowed in public areas of the library. Use of alcoholic beverages is prohibited on all library property.

The use of tobacco products is not permitted in any part of the library buildings.

The unlawful manufacture, distribution, dispensing, possession or use of any controlled substances is prohibited on library property. Violations will be reported to local law enforcement authorities.

8/94; last revised 8/04; revised 8/08

Operating Fund Appropriations 2009 Proposed Budget

Things to remember-

- We will not know until the end of the year how much operating balance we will actually have to begin 2009.
- Miscellaneous revenue estimates are estimates. There is no way to be certain that we will get as much as we estimate. We may get more in some areas.
- The budget we have created is based upon what we know at this time. We feel we have included all necessary expenditures we know at this time and have provided for an emergency as well.

Operating Budget-

For your benefit we have provided additional information about some funds to give you an idea of why we budgeted the amount that we did in a given category.

1.1 Salaries and Wages --

Allows for up to a 3% increase in January and an 70 cent compression increase across classifications in July '09 (due to the minimum wage hike effective July '09). This is in keeping with past history.

Added 4 hours to Diana Kooy's position. As library manager, she needs to be in the library 40 hours total each week.

Added 1 additional clerk hour for each of the 4 Wheatfield clerks. Circ stats have increased on average 14% per month in 2008. Adding hours to this small staff will help with scheduling and service as business continues to increase.

PERF employer contribution rate 8.25% in 2009. This percentage is dictated to us.

Unemployment rate estimated at 1.3% (max is \$91 per employee). We get firm figures close to year end.

Health Insurance rate increase was estimated at 15%. We expect to have firm figures at November Board meeting.

2.11 Official Records

Payroll/vendor checks; tax forms; receipt books; labor posters

2.12 Stationary and Printing

Envelopes/stationary; business cards; note cards

2.13 Other Office Supplies

Copy paper; printer cartridges, deposit slips

2.21 Cleaning and Sanitation

Paper products (going up in cost due to rising oil prices)

2.23 Other Operating Supplies

Osby Chemicals; redout; fluorescent tubes; outdoor bulbs; ice melt; trash bags; batteries

2.31 Building Materials and Supplies

Air filters; ceiling tiles; boiler chemicals

2.32 Paint and Painting Supplies

For improvements to our 17-year-old buildings

2.33 Repair Parts

parts for toilet repairs, vacuum, lights

2.41 Library Supplies

For processing supplies, craft supplies, puppets, summer reading program materials, meeting room supplies laminate, book bags, automation materials, spine labels, book jackets, AV containers, etc. This total serves 5 departments. We do not purchase food and/or prizes from this fund.

2.42 Marketing Supplies

3.13 Legal Services

Attorney fees-employment law consultation, library policy guidance, contract review

3.14 Other Professional Services

Speaker/Presenter fees, staff training, COBRA admin fee, Staff Development Day Presenter, Water Testing

3.21 Telephone

Increase in cost of yellow page ad; cost for local calls has increased.

3.22 Postage

Postage rate increases

3.23 Mileage

Courier mileage; board mileage; staff mileage (assuming 58.5 cents per mile)
air fare for TLC user group/CIL

3.24 Professional Meetings (outside training)—

Registration fees, hotel/meal expenses for staff and Board. To cover all staff and Board needs. Long Range Plan includes directives for continuing education for staff.

3.25 Freight/Express—suggest \$1800 due to gas prices

Book/nonprint shipping

3.26 Network Expenses-

(S) T-1: **\$9000** - (750/mo) - 60% is paid by USF. It's possible that the state (State Technology Grant Fund) might help with the remaining 40%, but we still have to budget the entire amount.

(S) 2nd T-1: **\$7800** - (\$650/mo) - we incur all costs until 7/08, then 60% is paid by USF. It's possible the state might help with this, but we still have to budget the entire amount.

(S) T-1 Tails: **\$13,800** (575/mo/branch) - 60% paid by USF. It's possible the state might help with this, but we still have to budget the entire amount.

(S) Traffic Prioritization **\$600**

3.31 Advertising and Public Notices

Legal ads; help wanted ads

3.33 Marketing/Advertising

Publicity ads; booth rental

3.41 Official Bonds

Employee bonds; notary bonds; treasurer bonds

3.42 Other Insurance

Building insurance; D & O liability insurance

3.51 Gas

Based on history

3.52 Electricity

Based on history

3.53 Water

W Culligan \$240; R municipal costs \$843

3.54 Waste Disposal Service

Sewer: D \$837; W \$693; R \$1700; Trash: D \$660; W \$660

There have been recent rate increases for sewer. We are using Premier for trash.

3.6 Repairs/Maintenance

3.61 Buildings/Structures

	2007	2008	2009
Painting contractors	\$1,800	\$0	\$0
Pest control	\$375	\$375	\$575
Boiler inspection	\$175	\$150	\$150
Elevator inspection (3% inc)	\$125	\$125	\$125
Fertilization, landscape grub control	\$2,000	\$3,215	\$2,368
Lawn/landscaping	\$8,700	\$8,200	\$4,070
snow removal	\$6,000	\$4,000	\$6,500
Building repairs	\$36,000	\$25,900	\$27,100
PFEED	\$9,612	\$9,612	\$9,612
IDEM drinking water fee	\$150	\$200	\$200
NORWEJ hookup fee	\$0	\$0	\$390
TOTAL	\$65,137	\$51,777	\$51,090

3.62 Equipment Repairs \$700

Copier drums; fire extinguisher inspection/replacement; phone

3.72 Equipment Rentals

DeMotte PO Box; safety deposit box; W water cooler

3.91 Dues

Incolsa ; NICCL membership fee; ILF; W Chamber; D Chamber; R Rotary

3.93 Taxes and Assessments

3.94 Transfer to LIRF

3.95 Book Reimbursement

3.96 Petty Cash

3.98 Maintenance and service Contracts

	2007	2008	2009
Chester A.R.C.	\$287	\$129	\$129
Chester A.R.C. Win agents	\$0	\$126	\$50
Roeing A.R.C. Win/xchange	\$0	\$277	\$249
Pro Account (Flickr)	\$0	\$0	\$25
Precision Controls	\$5,660	\$7,000	\$7,000
Simplex	\$2,200	\$2,300	\$2,200
Copiers (Heritage)	\$2,500	\$1,600	\$2,500
Copiers (Lafayette Office)	\$975	\$675	\$1,200
Copiers (Advanced Imaging)	\$900	\$825	\$900
Elevator	\$1,702	\$1,750	\$1,802
AVC (financial acctg)	\$1,225	\$1,225	\$1,225
Unique Management	\$2,600	\$2,800	\$3,500
Domain Registration	\$0	\$0	\$30
Pillow Express	\$0	\$500	\$500
TLC	\$27,506	\$28,320	\$33,088
Traffic Prioritization	\$0	\$0	\$600
Public WebBrowser	\$100	\$135	\$125
Softrack metering software	\$802	\$662	\$684
Cornerstone Software	\$185	\$120	\$185
TLC Collections Module	\$0	\$0	\$799
Astaro Firewall	\$0	\$0	\$775
Roeing	\$5,500	\$5,000	\$5,000
Engaged Patrons Events	\$0	\$195	\$195
ENA Web Filtering	\$0	\$0	\$2,880
Bloomfield	\$3,270	\$2,497	\$2,450
W Irrigation Management- Orban	\$1,000	\$1,100	\$500
McDaniel Fire Alarm Inspection	\$1,800	\$1,910	\$1,800
Astaro Email Filtering	\$2,965	\$0	\$995
PC Cop Management	\$1,241	\$1,228	\$1,304
Contentdm	\$0	\$1,105	\$1,414
E Trust Anti Virus	\$0	\$0	\$1,361
Microfilm Maintenance	\$0	\$1,870	\$1,589
TOTAL	\$65,432	\$66,195	\$77,054

4.3 Improvements

4.4 Equipment \$7,175

- (A) Adjust-A-View Wall Organizer w/2 sets extension pages \$215
- (A) Swintec typewriter \$700
- (A) 1 Winsor Versamatic vacuum for either D/R \$750
- (A) public copier \$1500 (1 D; 1 R)
- (R) music CD storage unit \$2400
- (T) unexpected need \$500
- (D) leaf blower-electric \$70
- (R) literacy committee \$250
- (W) unexpected need \$500
- (R) 2 tier hanging bag rack \$290

4.51 Books

4.52 Periodicals & Newspapers

4.53 Non-Print (Online Databases & System Software)

Summary

In addition to the Operating Fund, the Board must also approve budgets for BIRF (Bond & Interest Redemption Fund), LIRF (Library Improvement Reserve Fund), CPF (Capital Projects Fund) and the Rainy Day Fund. These budgets are very cut and dried. They reflect decisions already made by the Board. In 2009 we should appropriate \$23,700 for the Rainy Day Fund so that we have access to these funds if you would choose to appropriate an expense from this fund. The Rainy Day fund may be used for any operating expense that the normal operating budget cannot handle.

Fund Name	Budget
Library Operating Fund	\$1,933,621
Library Improvement Reserve Fund	\$80,000
Bond & Interest Redemption Fund	\$318,310
Capital Projects Fund	\$47,000
Rainy Day Fund	\$23,700

R20

	2005 Disbursed	2006 Disbursed	2007 Budget	2007 Disbursed full year	2008 Budget	2008 Disbursed 6/30/2008	2009 Proposed Budget	% of Total 2009 Budget
1 PERSONAL SERVICES								
1.1 Salaries and wages								
1.11 Salary of librarian	\$54,367	\$49,427	\$49,920.00	\$49,382	\$51,686	\$25,398	\$54,835	
1.12 Salary of Assistants	\$760,990	\$798,570	\$834,095.00	\$782,499	\$857,124	\$410,870	\$911,677	
1.13 Wages of Janitor	\$44,132	\$47,064	\$52,039.00	\$48,033	\$57,644	\$23,943	\$63,718	
1.2 Employee benefits								
1.21 Employer: FICA	\$63,821	\$64,863	\$62,516.00	\$64,507	\$70,688	\$34,159	\$76,037	
1.22 Unemployment Comp	\$5,620	\$4,190	\$5,108.00	\$3,850	\$5,585	\$2,606	\$4,867	
1.23 Employer: PERF	\$44,613	\$50,322	\$63,890.00	\$56,789	\$63,748	\$30,021	\$64,814	
1.24 Employer: Group Insur.	\$60,059	\$75,823	\$86,482.00	\$67,091	\$89,736	\$33,892	\$84,247	
1.3 Other personal services								
1.31 Other personal services	\$15,820	\$120	\$100.00	\$0	\$0	\$0		
Total Personal Services	\$1,049,422	\$1,090,378	\$1,154,150.00	\$1,072,151	\$1,196,211	\$560,888	\$1,260,195	64.7%
2 SUPPLIES								
2.1 Office supplies								
2.11 Official records	\$806	\$223	\$860.00	\$975	\$950	\$213	\$550	
2.12 Stationery/printing	\$442	\$362	\$675.00	\$400	\$550	\$0	\$500	
2.13 Other office supplies	\$9,609	\$11,166	\$10,000.00	\$9,254	\$10,000	\$5,250	\$10,500	
2.2 Operating supplies								
2.21 Cleaning/sanitation	\$3,858	\$4,345	\$4,250.00	\$4,066	\$4,750	\$3,136	\$6,000	
2.22 Fuel/oil/lubricants		\$0	\$0.00	\$0	\$0	\$0	\$0	
2.23 Other operating supplies	\$3,251	\$2,134	\$4,500.00	\$5,036	\$5,300	\$2,159	\$4,800	
2.3 Repair/maintenance supplies								
2.31 Building materials	\$357	\$612	\$1,250.00	\$525	\$750	\$638	\$1,000	
2.32 Painting supplies	\$0	\$0	\$100.00	\$144	\$200	\$36	\$200	
2.33 Repair parts	\$282	\$435	\$300.00	\$502	\$300	\$350	\$550	
2.4 Other supplies								
2.41 Library supplies	\$11,788	\$9,905	\$10,350.00	\$11,111	\$12,950	\$3,377	\$13,250	
2.42 Marketing supplies	\$133	\$30	\$100.00	\$35	\$150	\$78	\$200	
Total Supplies	\$30,525	\$29,213	\$32,385.00	\$32,048	\$35,900	\$15,238	\$37,550	2%

R20

	2005 Disbursed	2006 Disbursed	2007 Budget	2007 Disbursed full year	2008 Budget	2008 Disbursed 6/30/2008	2009 Proposed Budget	% of Total 2009 budget
3 OTHER SERVICES/CHARGES								
3.1 Professional services								
3.11 Consulting services		\$0	\$0.00	\$0	\$0	\$0	\$0	
3.12 Engineer/Arch Services		\$0	\$0.00	\$0	\$0	\$0	\$0	
3.13 Legal services	\$335	\$0	\$300.00	\$2,899	\$2,500	\$0	\$5,000	
3.14 Other profess. services	\$15,753	\$30,744	\$12,800.00	\$3,762	\$6,891	\$5,643	\$5,670	
3.2 Communication/Transportation								
3.21 Telephone	\$8,116	\$5,982	\$6,000.00	\$2,366	\$2,300	\$1,642	\$3,600	
3.22 Postage	\$4,286	\$5,152	\$5,800.00	\$5,133	\$4,000	\$2,938	\$4,500	
3.23 Traveling expenses	\$11,095	\$14,870	\$15,000.00	\$14,813	\$18,400	\$10,696	\$20,355	
3.24 Professional mtgs	\$7,910	\$8,132	\$8,900.00	\$4,738	\$10,022	\$2,619	\$7,944	
3.25 Freight/Express	\$1,863	\$1,176	\$1,600.00	\$1,434	\$2,000	\$452	\$1,800	
3.26 Network expenses	\$8,370	\$5,101	\$12,680.00	\$96	\$30,600	\$2,340	\$31,200	
3.3 Printing/Advertising			\$0.00					
3.31 Adv/Public. of notices	\$1,812	\$767	\$1,800.00	\$1,177	\$900	\$75	\$1,100	
3.32 Printing (not offc. supply)	\$0	\$0	\$0.00	\$0	\$0	\$0	\$0	
3.33 Marketing advertising	\$276	\$356	\$775.00	\$1,007	\$800	\$671	\$900	
3.4 Insurance								
3.41 Official bonds	\$200	\$200	\$200.00	\$205	\$255	\$205	\$155	
3.42 Other insurance	\$31,975	\$26,599	\$32,200.00	\$23,582	\$25,529	\$12,628	\$23,667	
3.5 Utility services								
3.51 Gas	\$34,457	\$28,018	\$50,000.00	\$24,070	\$45,000	\$20,695	\$50,000	
3.52 Electricity	\$55,534	\$57,874	\$60,000.00	\$61,030	\$62,000	\$28,862	\$65,000	
3.53 Water	\$1,081	\$1,108	\$1,150.00	\$981	\$1,020	\$535	\$1,083	
3.54 Waste disposal service	\$2,775	\$3,338	\$3,600.00	\$4,009	\$4,060	\$2,177	\$4,550	
			\$0.00					
3.6 Repairs/maintenance			\$0.00					
3.61 Bldgs/Structures	\$91,431	\$44,054	\$65,137.00	\$41,830	\$51,777	\$26,556	\$51,090	
3.62 Equipment	\$1,256	\$314	\$700.00	\$869	\$700	\$25	\$700	
			\$0.00					
3.7 Rentals			\$0.00					
3.71 Real estate	\$0	\$0	\$0.00	\$0	\$0	\$0		

	2005 Disbursed	2006 Disbursed	2007 Budget	2007 Disbursed full year	2008 Budget	2008 Disbursed 6/30/2008	2009 Proposed Budget	% of Total 2009 budget
3.72 Equipment	\$220	\$239	\$250.00	\$239	\$240	\$170	\$245	
3.91 Dues	\$1,930	\$2,040	\$2,262.00	\$1,977	\$2,312	\$2,053	\$2,312	
3.92 Interest on loans			\$0.00	\$0	\$0	\$0		
3.93 Taxes/Assessments	\$260	\$30,687	\$275.00	\$304	\$325	\$500	\$325	
3.94 Transfer to LIRF	\$20,524	\$70,000	\$30,126.00	\$30,126	\$30,000	\$0	\$30,000	
3.95 Book reimbursement	\$145	\$133	\$100.00	\$90	\$100	\$243	\$100	
3.96 Petty cash	\$0	\$0	\$120.00	\$0	\$120	\$0	\$120	
3.97 Interview/moving expense			\$0.00	\$0				
3.98 Maintenance/service contr	\$63,791	\$49,070	\$65,432.00	\$61,627	\$66,195	\$17,561	\$77,054	
Total Other Services/Charge	\$365,397	\$385,954	\$377,207.00	\$288,365	\$368,046	\$139,286	\$388,470	20%
4 CAPITAL OUTLAYS								
4.1 Land			\$0.00	\$0	\$0	\$0	\$0	
4.2 Buildings			\$0.00	\$0	\$0	\$0	\$0	
4.3 Improvements	\$38,700	\$47,300	\$0.00	\$0	\$0	\$0	\$0	
4.4 Furniture/equipment	\$17,751	\$5,189	\$10,490.00	\$3,547	\$10,346	\$2,168	\$7,175	
4.5 Other capital outlays								
4.51 Books	\$134,237	\$126,651	\$144,000.00	\$120,358	\$144,000	\$64,916	\$144,000	
4.52 Periodicals,newspapers	\$19,051	\$18,959	\$21,700.00	\$18,561	\$20,180	\$16,021	\$21,132	
4.53 Nonprint materials	\$58,194	\$69,444	\$70,000.00	\$67,771	\$72,800	\$27,794	\$75,099	
Total Capital Outlays	\$267,934	\$267,543	\$246,190.00	\$210,238	\$247,326	\$110,899	\$247,406	13%
FUND TOTAL	\$1,713,277	\$1,773,088	\$1,809,932.00	\$1,602,801	\$1,847,483	\$826,311	\$1,933,621	

COMMITMENT TO JOIN PUBLIC LIBRARY INTERNET CONSORTIUM
for
FUNDING YEAR 2009 - JULY 1, 2009 THROUGH JUNE 30, 2010

Whereas, _____ Jasper County Public Library _____ Board of Trustees desires the library, to be part of the Indiana Public Library Internet consortium; and,

Whereas, _____ Jasper County Public Library _____ Board of Trustees agree to follow all the rules of being part of the Indiana Public Library Internet Consortium including:

1. The library will filter all computers in order to receive the e-rate discount portion of the consortium Internet cost. The library can choose to not filter, can be in the consortium, can still be considered for the State Technology Fund portion of the Internet cost, but shall assume the financial responsibility of paying the e-rate discount portion of the Internet cost, if not filtering all computers.
2. Include total cost of Internet in one or more fund budgets
3. File all forms, except Form 470, with Schools & Libraries Division

Therefore, _____ Jasper County Public Library _____ Board of Trustees do pass this resolution at a public library board of trustees meeting and agree to all the terms of the Public Library Internet Consortium.

Dated the 11th day of August, 2008.

NAY

AYE

Natalie Waling
Quinn Marie Egan
Jody Walton
Susan Deardorff
Jan G. Flayd
Imortayn Schmitt

Jody Walton
(Attest by Secretary)

JCPL FINANCIAL STATEMENT

F1

July 31, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$151,124.39	\$977,435.13	\$62,692.90	\$727,839.11	\$384,463.69
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$0.00	\$120.00	\$0.00	\$30.00	\$0.00
Gift Fund	\$7,476.70	\$1,022.06	\$5,168.25	\$187.79	\$7,510.39	\$9,818.84
DeMotte	\$2,752.56	\$329.38	\$1,433.33	\$87.25	\$876.00	\$2,195.23
Rensselaer	\$3,147.64	\$617.54	\$3,168.16	\$50.00	\$5,264.83	\$5,244.31
Wheatfield	\$1,576.50	\$75.14	\$566.76	\$50.54	\$1,369.56	\$2,379.30
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$3,787.68	\$4,685.64	\$184,726.26
Includes Investments of:						
Bond & Interest Redemption Fund	\$264,072.50	\$156,640.00	\$490,554.60	\$18,028.32	\$119,339.39	(\$107,142.71)
Includes Investments of:	\$0.00					
Rainy Day Fund	\$127,794.00	\$0.00	\$27,033.06	\$0.00	\$109,997.82	\$210,758.76
Includes Investments of:	\$0.00					
State Technology Fund G	\$7,711.97	\$1,020.00	\$7,140.00	\$0.00	\$0.00	\$571.97
Capital Projects Fund	\$295,416.57	\$1,250.00	\$6,392.56	\$14,896.42	\$103,595.02	\$392,619.03
Includes Investments of:	\$0.00					
Host/Hospitality Fund	\$0.00	\$0.00	\$390.00	\$0.00	\$390.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.80	\$2.90	\$2.90
Construction Fund	\$24,523.21	\$2,005.86	\$2,936.62	\$154.94	\$175,443.79	\$197,030.38
Includes Investments of:	\$0.00					
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$5,971.93	\$39,602.79	\$5,971.93	\$39,602.79	\$0.00
FICA Tax Collected	\$0.00	\$5,865.61	\$40,024.21	\$5,865.61	\$40,024.21	\$0.00
State Tax Collected	\$2,435.82	\$2,661.74	\$18,326.73	\$2,745.29	\$18,636.20	\$2,745.29
County Tax Collected	\$1,809.13	\$1,939.90	\$13,506.01	\$2,014.89	\$13,711.82	\$2,014.94
Deferred Comp.	\$0.00	\$2,420.00	\$16,940.00	\$2,420.00	\$16,940.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$2,029.80	\$15,721.76	\$2,029.78	\$15,721.74	(\$0.02)
Employee Life Insur.	\$1.00	\$135.80	\$960.60	\$135.80	\$959.60	\$0.00
Employee P.E.R.F.	\$5,882.32	\$6,217.18	\$18,253.03	\$2,111.55	\$14,482.26	\$2,111.55
Garnishments	\$0.00	\$21.52	\$225.17	\$21.52	\$225.17	\$0.00
Credit Union	\$0.00	\$2,771.17	\$19,329.34	\$2,771.17	\$19,329.34	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$343,096.96	\$1,700,059.86	\$125,836.39	\$1,428,467.19	\$1,279,930.88

Bank Balances
Jasper County Public Library
Report as of: 7/31/2008

	<i>Bank</i>	
1	Alliance Bank	\$891,835.30
2	Demotte State Bank	\$6,128.94
3	Alliance Bank-LIRF Acct	\$184,726.26
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$197,030.38
7	Rens. Banking Ctr CD#400040231	\$0.00
8	Rens. Banking Ctr CD#400040232	\$0.00
9	Rens. Banking Ctr CD#400040233	\$0.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00
<i>Total all banks =</i>		<i>\$1,279,930.88</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

2008 INVESTMENT REGISTER

F2.1

OPEN INVESTMENTS:

<u>Renewal Date</u>	<u>CD #</u>	<u>Issued By</u>	<u>Terms</u>	<u>Principal</u>	<u>%-Interest</u>	<u>Account</u>	<u>Purchase Date</u>	<u>Interest Earned</u>	<u>Comments</u>
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CLOSED INVESTMENTS:

3/15/2008	400040234	Rens. Banking Center	60 day	\$200,000	4.501%	Operating	1/15/2008	\$1,479.78	
5/15/2008	400040235	Rens. Banking Center	4-mo	\$125,000	4.501%	Rainy Day	1/15/2008	\$1,865.14	
6/15/2008	400040232	Rens. Banking Center	5-mo	\$250,000	4.501%	CPF	1/15/2008	\$4,685.97	
6/15/2008	400040233	Rens. Banking Center	5-mo	\$100,000	4.501%	BIRF/Constr	1/15/2008	\$1,874.39	
7/15/2008	400040231	Rens. Banking Center	6-mo	\$150,000	5.010%	LIRF	1/15/2008	\$3,747.21	

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 7/1/2008 To 7/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,243.20	\$29,640.87	\$22,045.13	57.3
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$70,396.38	\$481,266.83	\$375,857.17	56.1
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,065.24	\$28,008.34	\$29,635.66	48.6
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,865.61	\$40,024.21	\$30,663.79	56.6
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$852.65	\$3,458.28	\$2,126.72	61.9
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$15,521.64	\$45,542.66	\$18,205.34	71.4
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$5,400.46	\$39,292.06	\$50,443.94	43.8
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$106,345.18	\$667,233.25	\$528,977.75	55.8
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$283.13	\$495.66	\$454.34	52.2
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$1,166.69	\$6,417.06	\$3,582.94	64.2
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$180.79	\$3,316.87	\$1,433.13	69.8
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$579.29	\$2,738.33	\$2,569.67	51.6
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$0.00	\$638.23	\$111.77	85.1
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$36.10	\$163.90	18.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$9.99	\$360.19	(\$60.19)	120.1
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$2,887.12	\$6,263.80	\$6,796.80	48.0
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$78.29	\$71.71	52.2
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$5,107.01	\$20,344.53	\$15,674.07	56.5
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$2,011.95	\$2,011.95	\$488.05	80.5
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$2,034.00	\$8,925.00	\$17.00	\$5,660.00	\$3,265.00	63.4
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$448.36	\$2,090.85	\$209.15	90.9
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$332.00	\$3,269.67	\$730.33	81.7
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$1,506.39	\$12,202.42	\$6,197.58	66.3
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$65.15	\$2,683.78	\$7,338.22	26.8
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$111.87	\$563.55	\$1,436.45	28.2
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$390.00	\$2,730.00	\$27,870.00	8.9
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$0.00	\$75.30	\$824.70	8.4
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$670.76	\$129.24	83.8
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$150.00	\$205.00	\$50.00	80.4
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	(\$150.00)	\$12,628.00	\$12,901.00	49.5
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$1,522.58	\$22,217.34	\$22,782.66	49.4
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$6,130.24	\$34,991.93	\$27,008.07	56.4
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$110.25	\$645.60	\$374.40	63.3
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$474.61	\$2,651.74	\$1,408.26	65.3
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$5,292.88	\$31,848.86	\$19,928.14	61.5
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$33.00	\$58.00	\$642.00	8.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$179.70	\$60.30	74.9
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$24.00	\$2,076.99	\$235.01	89.8
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$0.00	\$500.29	\$10.65	97.9
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$217.40	\$317.40	\$42.99	\$286.28	\$31.12	90.2
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$1,613.22	\$19,174.17	\$47,020.83	29.0
Subtotal	\$368,046.00	\$2,437.34	\$370,483.34	\$20,136.44	\$159,422.18	\$211,061.16	43.0
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$109.88	\$2,278.04	\$9,307.96	19.7
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$11,796.34	\$76,712.62	\$78,737.75	49.3
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$2,578.63	\$18,599.37	\$1,580.63	92.2
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$5,050.91	\$32,845.14	\$43,542.90	43.0
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$19,535.76	\$130,435.17	\$133,169.24	49.5
Grand Total	\$1,847,483.00	\$18,834.35	\$1,866,317.35	\$151,124.39	\$977,435.13	\$888,882.22	52.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
6/6/2008	100 OPERATING FUND	3.14 OTHER PROFESSIONAL SERVICES	\$2,034.00	Reimbursement LSTA Self Check Grant A/P #165 A/R #295 Receipt #176
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
5/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$79.95	Refund/Reimbursement A/P #394- Minter
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$20.00	Refund/Reimbursement Gena Maze A/P #478
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$25.95	Refund/Reimbursement Margaret Agnew A/P #492 Receipt #248
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.99	Refund/Reimbursement Paula Mestrovich A/P #617 DVD Returned
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$18.00	Refund/Reimbursement Laura Odle A/P #649
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07
5/12/2008	151 RAINY DAY FUND	3.93 TAXES & ASSESSMENTS	\$18,441.06	Refund - A/P #177 Treas of JC, A/R #66

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$18,834.35
151	\$18,441.06

Voucher List

Jasper County Public Library

Report Date: From 7/1/2008 To 7/31/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27336	554	ALLIED WASTE SERVICES #71	7/10/2008	July Trash Pick-up, Wh. Lib.	\$54.16
27337	555	ANTHEM BLUE CROSS BLUE S	7/10/2008	Health Insurance Premium -July 2008	\$7,181.75
27338	556	ANTHEM LIFE	7/10/2008	Health Insurance Premium -July 2008	\$88.49
27339	557	BANK OF NEW YORK	7/10/2008	2004 Bond Payment	\$156,640.00
27340	558	EDWARD YOUNG	7/10/2008	Courier Mileage, 6/16-6/30/08	\$272.70
27341	559	EMBARQ	7/10/2008	Local Phone, July 2008, Rensselaer	\$159.56
27342	560	FIRST TRUST CREDIT UNION	7/10/2008	Direct Deposits-10 July 08 Payroll	\$1,356.99
27343	561	GREAT-WEST RETIREMENT S	7/10/2008	Annuity Savings Withheld from 10 JULY 08 Payroll	\$1,210.00
0	562	INDIANA DEPARTMENT OF RE	7/18/2008	EFT-State and County Tax Withheld June '08 Ref#16489 Verf Code 27	\$4,601.64
0	563	IRS USA TAXPAYMENT	7/11/2008	FICA & Federal Taxes withheld from 10 JULY 08 Payroll - Ref #00627192	\$8,668.81
27344	564	NIPSCO	7/10/2008	Utilities- Wh (6/6-7/1/08)	\$1,549.99
27345	565	NORTHWESTERN INDIANA TE	7/10/2008	DeM. Local Telephone, July 2008	\$155.75
27346	566	OED OFFICE OF ENERGY & D	7/10/2008	2nd Qtr Pymt PFEED Loan of 2002	\$2,402.97
27347	567	TOWN OF DEMOTTE	7/10/2008	DeMotte Lib. Sewer Services-May 2008	\$68.42
27348	568	TOWN OF WHEATFIELD SEW	7/10/2008	Wh. Lib. Sewer Services, July 2008	\$56.65
0	569	PAYROLL	7/10/2008	PAYROLL	\$38,834.33
27349	570	4 IMPRINT, INC.	7/14/2008	Summer Rdg. Sport Totebags	\$227.97
27350	571	ACE HARDWARE	7/14/2008	Ballcock for Toilet-DeM. Lib.	\$9.99
27351	572	ACP DIRECT	7/14/2008	Printer Cartridges	\$382.70
27352	573	ANGELA BARTON	7/14/2008	Pizzas for Teen Kickoff Party, Edible bugs for Food Fear Factor	\$31.65
27353	574	BAKER & DANIELS, LLP	7/14/2008	Consultation on FMLA policy, leave of absences policy, Military Family Leave Policy, Personnel Issues.	\$2,011.95
27354	575	BAKER & TAYLOR	7/14/2008	Books, Gift Books, AV, Continuations	\$9,648.83
27355	576	BAKER & TAYLOR ENTERTAIN	7/14/2008	DVD's	\$153.07
27356	577	BLOOMFIELD CORPORATION	7/14/2008	A/C leak, low refrigerant; recharged. Fixed loose belt.- Wh. Lib.	\$312.50
27357	578	BLUETARP FINANCIAL, INC	7/14/2008	Outdoor carpet tape	\$8.49
27358	579	BOYCE FORMS/SYSTEMS	7/14/2008	Receipt Books & Imprinted Purchase Orders	\$283.13
27359	580	BRENDA THOMPSON	7/14/2008	Mileage: LLN Programming, Disaster Recovery Mtg, Board Mtg, B2B, Mgmt Mtg.	\$196.78
27360	581	BRENT HOFFMAN	7/14/2008	June Lawn Mowing-DeM (4), Rens (4), Whtfld (4)	\$300.00
27361	582	CAPITAL ONE BANK	7/14/2008	B2B Mtg Expenses, Summer Rdg Supplies, Web Cam Prize, Budget Wksp Expenses	\$38.35
27362	583	CARRIAGE PAPER PRODUCT	7/14/2008	Receipt Printer Paper	\$144.23
27363	584	CDW GOVERNMENT, INC	7/14/2008	Office Pro Plus License	\$65.54
27364	585	CHESTER TECHNOLOGIES	7/14/2008	OKI Printer Toner Cartridges	\$351.00
27365	586	CMS, INC.	7/14/2008	Annual PC-COP Software License and Support	\$1,304.28
27366	587	CULLIGAN	7/14/2008	Water Cooler Rental-June & Water	\$49.95
27367	588	DAVIDSON TITLES INC.	7/14/2008	Books	\$50.85
27368	589	DEMCO	7/14/2008	Classification Labels, Foil Processing Hubs, Colored Dots, Fastape, Bk Jackets, Clear Tape, Disc Care Kit, A/C Adaptor	\$694.81
27369	590	DIANA KOOY	7/14/2008	Mileage: Bank Deposits, Budget Wksp, Dept Head Mtg, Water Sample, B2B, Mgmt Mtg	\$89.89
27370	591	EBSCO PUBLISHING	7/14/2008	Online Database for Auto Repair Reference	\$2,496.00
27371	592	EDUCATION NETWORKS OF A	7/14/2008	Internet Connections, June 2008 & Traffic Prioritization	\$1,460.00
27372	593	EVELYN BRISTOL	7/14/2008	AV Materials, Tie Dye Materials, Children's Supplies, Squeeze Bottles, Mileage: Scholastic Warehouse, Shopping ConAgra	\$626.88

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27373	594	FLEX-PAC INC	7/14/2008	Hand soap	\$169.59
27374	595	GA FOODS GROUP	7/14/2008	Food Fear Factor, Mgmt Mtg Expenses	\$54.26
27375	596	GAIL JUNG	7/14/2008	Mileage: Budget Wksp	\$45.96
27376	597	GALE	7/14/2008	Books	\$352.33
27377	598	GAYLORD BROS.	7/14/2008	Labels	\$1.95
27378	599	GOODWIN FIRE EQUIPMENT, I	7/14/2008	DeM. Lib Annual Fire Extinguisher Inspection - 9 Fire extinguishers inspected and tagged	\$33.00
27379	600	HERITAGE OFFICE PRODUCT	7/14/2008	Double Pocket Folders	\$18.88
27380	601	INCOLSA	7/14/2008	Tumblebook Library	\$495.05
27381	602	INDIANA DEPT. OF WORKFOR	7/14/2008	2nd Qtr Unemployment payment	\$852.65
27382	603	INFO USA MARKETING, INC.	7/14/2008	Indiana Business Directory	\$1,240.00
27383	604	INGRAM	7/14/2008	Paperbacks	\$15.15
27384	605	INSPIRATIONAL DISTRIBUTOR	7/14/2008	Chrisitan books	\$46.65
27385	606	JASPER COUNTY HOSPITAL	7/14/2008	June 2008 Water Testing (Coliform & Nitrates)-DeM Lib	\$17.00
27386	607	JENNIFER L. DOUTHIT	7/14/2008	Mileage: DeMotte for Mtg	\$22.22
27387	608	JOSEPH ZELLON	7/14/2008	Mileage: Courier Work, Maintenance Work @ DeM	\$118.17
27388	609	KIRBY RISK CORPORATION	7/14/2008	Ballasts	\$546.40
27389	610	KNOWBUDDY RESOURCES	7/14/2008	Books	\$219.45
27390	611	LINDA THOMPSON	7/14/2008	Book	\$11.44
27391	612	LINDA POORTENGA	7/14/2008	Mileage: LLN Program, B2B	\$39.39
27392	613	MIDWEST TAPE	7/14/2008	DVD's, Audiobook Case and sleeve	\$1,130.92
27393	614	NAÑETTE SPEACHT	7/14/2008	DVDs(John Adams & Planet Earth), Mileage: Basic Lit Mtg	\$151.80
27394	615	NORTH AMERICAN ENTERPRI	7/14/2008	Zig Zag Shelves	\$366.89
27395	616	OFFICE DEPOT	7/14/2008	Manila Folders, Air Duster, 3" Binder, envelopes	\$312.94
27396	617	PAULA MESTROVICH	7/14/2008	Reimbursement for a DVD returned to us	\$24.99
27397	618	PENWORTHY COMPANY	7/14/2008	Children's Books	\$432.96
27398	619	POPULAR SUBSCRIPTION SE	7/14/2008	American History Subscription (Price Increase) - DeM. Lib.	\$14.59
27399	620	POSTMASTER	7/14/2008	Stamps: 100-\$.83, 100-\$.59, 100-\$.58, 100-\$.75, 100- \$.17, 40-\$.100	\$332.00
27400	621	PRECISION CONTROL SYSTE	7/14/2008	DeM - Replaced Valve, actuator, spring kit, Reinforced Manifold Piping, checked/replaced belts; Boiler #1 heat exchanger failure; Ignition board installed on Boiler #2; , Rens - installed owner hot water pump	\$1,981.41
27401	622	PREMIER WASTE & RECYCLIN	7/14/2008	Trash Pick-up, 7/1/08-9/30/08, DeM. Lib	\$150.00
27402	623	PROQUEST LLC	7/14/2008	Rens. Republican Microfilm, 1/1/08-4/30/08	\$68.04
27403	624	PURDUE UNIVERSITY	7/14/2008	2007 Jasper Cty Platbook	\$17.50
27404	625	QUILL CORPORATION	7/14/2008	Construction Paper, Exec Journal, Copy Paper, Correction Tape, Contact Paper, Labels	\$186.48
27405	626	RECORDED BOOKS, LLC	7/14/2008	Replacement tape- "Return to Harmony"	\$5.95
27406	627	REGENT BOOK CO., INC.	7/14/2008	BH&G Kitchen & Bath Ideas	\$13.03
27407	628	RELIABLE EXTERMINATORS, I	7/14/2008	Interior & Exterior Pest Control Application @ Rens.	\$200.00
27408	629	RELIANCE LABEL SOLUTIONS,	7/14/2008	Patron Cards	\$822.52
27409	630	ROEING CORPORATION	7/14/2008	1st qtr 2008 Contract of 6/3/08	\$1,250.00
27410	631	STANDARD & POOR'S CORP.	7/14/2008	Books-S&P Outlook	\$447.00
27411	632	SUSAN ENGELMANN	7/14/2008	Food Fear Factor Supplies, Card Stock, Mileage:B2B, Shopping Trip SRP Books	\$179.74
27412	633	TEACHING COMPANY	7/14/2008	DVDs "Utopia & Terror in the 20th Century"	\$97.46
27413	634	TESS HAMEL	7/14/2008	ILL Training Mileage and Expenses	\$67.62
27414	635	TIM SCHULTZ	7/14/2008	Mileage: Board Mtg	\$22.22
27415	636	TRUGREEN LIMITED PARTNE	7/14/2008	Applied Insect/Mite control	\$96.00
27416	637	TYSEN'S COUNTRY GROCERY	7/14/2008	Books for Bucks Party, Food Fear Factor Supplies	\$144.30
27417	638	TYSEN'S FAMILY FOOD CENT	7/14/2008	Books for Bucks Party	\$52.29
27418	639	UNIQUE MANAGEMENT SERVI	7/14/2008	Initial & Secondary Placements, April 2008	\$258.94
27419	640	VISION SERVICE PLAN- (IN)	7/14/2008	Vision Insurance Premium, July 2008-14 Participants	\$127.82
27420	641	WAL-MART COMMUNITY BRC	7/14/2008	Copy Paper, DVDs, pocket portfolios, janitorial supplies	\$2,212.79

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27421	642	WORLD BOOK INC.	7/14/2008	Online New World Book Upgrade	\$995.00
27422	643	YVONNE DEL VECCHIO	7/14/2008	Mileage: Walking Books, Deliver Comm Notices, Inspire Wksp	\$50.35
150163	644	BRODART CO.	7/14/2008	Directional Signs, CD/DVD Slatwall Displays - Construction Project	\$117.33
150164	645	CAPITAL ONE BANK	7/14/2008	Literature Organizers, Mobile Plasma Stand - Construcion Project	\$699.98
150165	646	GAYLORD BROS.	7/14/2008	2 Book Trucks - Construction Project	\$469.90
150166	647	HIGHSMITH CO. INC.	7/14/2008	Table Top Literature Displays - Wh. Constr. Project	\$105.27
150167	648	LIBRARY STORE, INC.	7/14/2008	2 Book Trucks, Acrylic Vertical Frames-Wh. Constr. Project	\$613.38
27428	649	LAURA ODLE	7/14/2008	Reimbursement on Returned Tape	\$18.00
27429	650	PUBLIC EMPLOYEES' RETIRE	7/14/2008	2nd Qtr. PERF Payment-Employee & Employer portions	\$21,738.82
27430	651	ROTARY CLUB of RENSSELAER	7/14/2008	Membership Dues - May/June 2008	\$24.00
0	652	M W INSURANCE AGENCY	7/14/2008	Correct A/P #126 (2/11/08) entry - wrong appropriation number.	\$0.00
0	653	PAYROLL	7/25/2008	PAYROLL	\$39,870.49
27431	654	AFLAC	7/25/2008	Supplemental Insurance Premium-July 2008	\$168.00
27432	655	CITY OF RENSSELAER	7/25/2008	Rensselaer Utilities, 6/9-7/8/08	\$2,470.44
27433	656	EDWARD YOUNG	7/25/2008	Courier Mileage, 7/1/08-7/15/08	\$315.90
27434	657	EMBARQ	7/25/2008	Wheatfield-Local July	\$120.82
27435	658	EMBARQ COMMUNICATIONS I	7/25/2008	Long Distance Calls, 6/5/08-6/30/08	\$12.23
27436	659	FIRST TRUST CREDIT UNION	7/25/2008	Direct Deposits-25 July 08 Payroll	\$1,414.18
27437	660	GREAT-WEST RETIREMENT S	7/25/2008	Annuity Savings Withheld from 25 JULY 08 Payroll	\$1,210.00
0	661	IRS USA TAXPAYMENT	7/28/2008	FICA & Federal Taxes withheld from 25 JULY 08 Payroll - Ref #00257193	\$9,034.34
27438	662	MICHELLE EVANS	7/25/2008	Mileage: Counterparts mtg, Self Check, PC Log	\$70.20
27439	663	NIPSCO	7/25/2008	Utilities-DeM (6/6-7/8/08)	\$3,848.02
27440	664	U S TREASURY	7/25/2008	W/held from 07/25/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$21.52
0	665	JASPER COUNTY PUBLIC LIBR	7/15/2008	CD #400040231 Matured	\$150,000.00

Warrant Claim

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
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Total Amount of Claims					\$493,096.96
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I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, July 31, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 4 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$493,096.96

Date this 11th day of August, 20 08.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

July 31, 2008

		TOTAL RECEIPTS	
		THIS MONTH	YEAR-TO-DATE
		THIS MONTH	YEAR-TO-DATE
FINES & FEES:		\$3,271.61	\$21,592.90
DeMotte	\$1,246.94	\$6,718.00	
Rensselaer	\$1,171.37	\$9,214.95	
Wheatfield	\$853.30	\$5,659.95	
PHOTOCOPIES:		\$715.72	\$4,944.75
DeMotte	\$322.90	\$1,857.60	
Rensselaer	\$251.32	\$1,899.24	
Wheatfield	\$141.50	\$1,187.91	
INTEREST:		\$1,475.42	\$12,044.15
Checking/Repurchase/Savings/CD's	\$1,475.42	\$12,044.15	
TAXES:		\$57,168.65	\$676,683.41
Property Tax	\$57,168.65	\$343,839.27	
License Excise Tax	\$0.00	\$59,609.14	
Financial Institution Tax	\$0.00	\$0.00	
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00	
Local Option/Certified Shares	\$0.00	\$247,537.50	
Local Option/Property Tax Repl.	\$0.00	\$25,697.50	
TAXABLE SALES:-		\$11.50	\$20.58
REFUNDS:		\$50.00	\$12,553.32
Rebates/Refund	\$0.00	\$865.99	
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33	
Meeting Room Rental	\$50.00	\$350.00	
Reimbursement	\$0.00	\$0.00	
Credit Card Rewards Redemption	\$0.00	\$0.00	
Grant Reimbursements	\$0.00	\$2,034.00	
Interfund Transfer	\$0.00	\$8,592.00	
Miscellaneous Receipts	\$0.00	\$300.00	
TOTAL OPERATING FUND RECEIPTS		\$62,692.90	\$727,839.11
PLAC FUND:-		\$0.00	\$30.00
GIFT FUNDS:		\$187.79	\$7,510.39
DeMotte	\$87.25	\$876.00	
Rensselaer	\$50.00	\$5,264.83	
Wheatfield	\$50.54	\$1,369.56	
LIB. IMPROV. RESERVE FUND: (Interest)		\$3,787.68	\$4,685.64
BOND & INTEREST REDEMPTION FUND:		\$18,028.32	\$119,339.39
Property Tax	\$18,028.32	\$108,430.64	
License Excise Tax	\$0.00	\$10,908.75	
Financial Institution Tax	\$0.00	\$0.00	
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00	
RAINY DAY FUND:		\$0.00	\$109,997.82
Special CAGIT Distribution	\$0.00	\$108,132.68	
Interest Earned	\$0.00	\$1,865.14	
STATE TECHNOLOGY FUND GRANT FUND:-		\$0.00	\$0.00
CAPITAL PROJECTS FUND:		\$14,896.42	\$103,595.02
Interest Earned	\$493.72	\$6,903.63	
Property Tax	\$14,402.70	\$81,609.68	
License Excise Tax	\$0.00	\$15,081.71	
Financial Institution Tax	\$0.00	\$0.00	
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00	
HOST/HOSPITALITY FUND:-		\$0.00	\$390.00
LEVY EXCESS FUND:-		\$0.00	\$0.00
SALES TAX:-		\$0.80	\$2.90
CONSTRUCTION FUND:		\$154.94	\$175,443.79
Int. Earned(Chkg.,CD's,Escrow)	\$154.94	\$636.69	
Interfund Transfer	\$0.00	\$174,807.10	
CASH CHANGE FUND		\$0.00	\$0.00

WITHHOLDING ACCOUNT FUNDS:

			\$26,087.54	\$179,633.13
FIT Tax Collected	\$5,971.93	\$39,602.79		
FICA Collected	\$5,865.61	\$40,024.21		
State Tax Collected	\$2,745.29	\$18,636.20		
County Tax Collected	\$2,014.89	\$13,711.82		
Deferred Comp Plan	\$2,420.00	\$16,940.00		
Pre-tax Insurance Plans	\$2,029.78	\$15,721.74		
Life Insurance	\$135.80	\$959.60		
PERF	\$2,111.55	\$14,482.26		
Garnishments	\$21.52	\$225.17		
Credit Union	\$2,771.17	\$19,329.34		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$125,836.39	\$1,428,467.19

Voucher List**Jasper County Public Library****Report Date: From 8/1/2008 To 8/11/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27450	666	ALCO DISCOUNT STORE #290	8/11/2008	Ch. Prog. Prizes-DeM. Lib. Contest, Supplies	\$17.95
27451	667	ACE HARDWARE	8/11/2008	Ballast Repair wires-Wh. Lib.	\$6.10
27452	668	ANGELA BARTON	8/11/2008	Summer Rdg supplies-pocket folders, elmer's glue; mileage-Bks2Bridges	\$97.93
27453	669	BAKER & DANIELS, LLP	8/11/2008	Legal Assistance w/personnel matters, 6/2-6/30/08	\$1,369.00
27454	670	BAKER & TAYLOR	8/11/2008	Books, Gift Books, AV, Continuations	\$14,185.02
27455	671	BAKER & TAYLOR ENTERTAIN	8/11/2008	DVD's	\$163.62
27456	672	BIERMA HARDWARE, INC.	8/11/2008	Ballasts, wire nuts, It bulbs, batteries, hardware, spray nine cleaner	\$34.07
27457	673	BLOOMFIELD CORPORATION	8/11/2008	Compressor malfunctioning, added solutions, cleaned condenser - Wh. Lib.	\$453.88
27458	674	BLUETARP FINANCIAL, INC	8/11/2008	Shelving, sidewalk caulk gun, drywall piece - Rens. Lib.	\$22.89
27459	675	CAPITAL ONE BANK (USA), NA	8/11/2008	Audio Cable & credits, Bk2Bridge Expenses, Dazzle DVD Recorder/Converter, Decorating & Garden Gate Magazine Subscriptions-DeM.	\$227.46
27460	676	CDW GOVERNMENT, INC	8/11/2008	Printmaster Gold-22 licenses	\$255.79
27461	677	CULLIGAN OF KOUTS	8/11/2008	6-Water & Cooler Rental-Aug (Wh. Lib)	\$44.45
27462	678	DAVIDSON TITLES INC.	8/11/2008	Books	\$15.95
27463	679	DEX	8/11/2008	Phone Book Advertisement-Aug, Sep, Oct 2008	\$258.00
27464	680	EDUCATION NETWORKS OF A	8/11/2008	Internet Connection & Traffic Prioritization-July	\$930.00
27465	681	EVELYN BRISTOL	8/11/2008	Gift Certificates-Volunteers & Books for Bucks Contest; AV materials (DeM. Lib)	\$159.45
27466	682	FASE-KALUF TV & APPLIANCE	8/11/2008	CD Converter cables-3	\$22.47
27467	683	FASE'S WATER TREATMENT	8/11/2008	Redout-5 bags - DeM. Lib.	\$60.00
27468	684	FLEX-PAC INC	8/11/2008	Dustmop Handle, Jumbo TP, Hand towels, paper towels, glass cleaner, gloves, hand soap and sanitizer, floor cleaner, toilet bowl cleaner.	\$705.54
27469	685	GAIL JUNG	8/11/2008	Rens. Petty Cash: Postage, Baby Wipe Bk Cleaners, Mileage	\$50.44
27470	686	GALE	8/11/2008	Books, & Country World Leaders series	\$792.00
27471	687	H.L. MOHLER & ASSOCIATES	8/11/2008	Professional Services - preparation of Roofing specs	\$2,136.00
27472	688	INCOLSA	8/11/2008	Grove Art On-line renewal, 7/1/08-6/30/09 (extra charge- price discrepancy on last invoice)	\$362.00
27473	689	INDIANA LIBRARY FEDERATIO	8/11/2008	CYPD Annual Conference - Cavinder, Bristol, Barton, 9/21- 22/08	\$525.00
27474	690	INSPIRATIONAL DISTRIBUTOR	8/11/2008	Books, Christian	\$51.81
27475	691	JENNIFER L. DOUTHIT	8/11/2008	Mileage - Mgmt Mtg	\$25.74
27476	692	JILL TACHTIRIS	8/11/2008	Mileage-Ref. Counterparts	\$40.95
27477	693	JOSEPH ZELLON	8/11/2008	Mileage: Courier, branch maintenance work	\$128.70
27478	694	KIRBY RISK CORPORATION	8/11/2008	Fluorescent bulbs, 100 - DeM. Lib	\$288.00
27479	695	KONE, INC.	8/11/2008	Qtly Elevator Maintenance Contract - DeM. Lib.	\$437.40
27480	696	MARVEL SUBSCRIPTIONS	8/11/2008	Marvel Adventures: Spiderman, 1 yr renewal - DeM.	\$23.97
27481	697	McDANIEL FIRE SYSTEMS, INC	8/11/2008	Annual Fire Protection Contract-Wh. Library, 8/15/08-09	\$1,800.00
27482	698	MIDWEST TAPE	8/11/2008	DVD's	\$72.95
27483	699	NORTHWESTERN INDIANA TE	8/11/2008	Local Phones-DeM, August 2008	\$155.75
27484	700	OFFICE DEPOT	8/11/2008	Chairmats, CD Holders/Folders, Refill lettering tape	\$317.87
27485	701	PATTY STRINGFELLOW	8/11/2008	Mileage: Branch visit, Mgmt Mtg, Laptop pick-up	\$104.12
27486	702	PHIL & SON, INC.	8/11/2008	Duplicate keys-4, Repair exit device handle - Wh. Lib.	\$55.66
27487	703	PILLOW EXPRESS LOGISTICS,	8/11/2008	Delivery Services, 2-day/week, 7/1/08-09	\$500.00
27488	704	POPULAR SUBSCRIPTION SE	8/11/2008	Magazine Subscriptions-Architectural Digest, Nickelodeon, Workbench (DeM); Family Circle (Rens); Electronic Gaming Monthly (Wh)	\$116.26

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27489	705	POSTMASTER	8/11/2008	Stamps: \$200-\$1.00; 100- \$.10; 100-\$.02	\$212.00
27490	706	PRECISION CONTROL SYSTE	8/11/2008	Rens & DeM Preventive Mtnc-1st & 2nd Qtrs; Replaced Pressure Valve, Pump Repairs-Rens; Replaced Low Pressure Switch, repressurized system, cleaned condenser coils-DeM	\$5,185.91
27491	707	QUILL CORPORATION	8/11/2008	Construction Paper, Toners, Binders	\$256.62
27492	708	RENSSELAER REPUBLICAN	8/11/2008	Rens. Rep & KV Post CPF Legal Ads, 6/26/08 - rerun 7/10/08; 3/6/08 - rerun 3/13/08	\$149.52
27493	709	ROEING CORPORATION	8/11/2008	Replacement battery for UPS, 1 GB Memory (2), 4-interface expanders, 3 - UPS's	\$3,321.89
27494	710	SHARP SCHOOL SERVICES, I	8/11/2008	2-Kid Sized Color-coded (keyboard, mouse, headphones)	\$104.00
27495	711	SUSAN ENGELMANN	8/11/2008	Counterparts Expenses, Food Fear Factor prog.supplies, Butterfly habitat, Ch. Bks.	\$122.24
27496	712	TEACHING COMPANY	8/11/2008	DVD's-Einstein's Relativity series	\$92.46
27497	713	THE LIBRARY CORPORATION	8/11/2008	Annual Hardware/Software Contract, Library Serials Support	\$30,413.00
27498	714	TIM SCHULTZ	8/11/2008	Mileage-Bd Mtg	\$25.74
27499	715	TYSEN'S COUNTRY GROCERY	8/11/2008	Ch. Program supplies	\$7.58
27500	716	UNIQUE MANAGEMENT SERVI	8/11/2008	June Initial & Secondary Placements	\$334.96
27501	717	USA TODAY	8/11/2008	Wh. Library Newspaper Subscription, 9/5/08-09	\$164.00
27502	718	VISION SERVICE PLAN- (IN)	8/11/2008	August Vision Premium-13 participants	\$119.06
27503	719	WAL-MART COMMUNITY BRC	8/11/2008	Wii & accessories	\$2,007.55
27504	720	WEBBALANCED TECHNOLOGI	8/11/2008	Internet Filtering - 3rd qtr 2008	\$360.00
27505	721	WHEATFIELD CHAMBER OF C	8/11/2008	10x10 Booth space @Sandhill Crane Festival, 9/20/08.	\$40.00
27506	722	WILLIS COX	8/11/2008	Lost book found. Reimbursed patron	\$15.99
150168	723	ACE HARDWARE	8/11/2008	Plexiglass & hardware needs for installation around sinks - Wh. Lib;	\$134.17
150169	724	BRODART CO.	8/11/2008	Oak Book Revolver Stand-Wh. Construction	\$1,348.88
150170	725	CAPITAL ONE BANK (USA), NA	8/11/2008	Literature Organizers - Wh. Bldg Project	\$74.98
150171	726	PHIL & SON, INC.	8/11/2008	Master Keying Schedule - Wh. Bldg Project	\$175.00
150172	727	WABASH VALLEY MANUFACT	8/11/2008	Ash/Trash Containers; replacement dishes for Ash Tray Container - Wh. Construction Proj	\$191.53
150173	728	WAL-MART COMMUNITY BRC	8/11/2008	Headphones & BoomBox - Wh. Constr Project	\$139.66
27441	729	ALLIED WASTE SERVICES #71	8/8/2008	August Trash Pick-up, Wh. Lib.	\$54.12
27442	730	ANTHEM BLUE CROSS BLUE S	8/8/2008	Health Insurance Premium -August 2008	\$7,181.75
27443	731	ANTHEM LIFE	8/8/2008	Health Insurance Premium -August 2008	\$81.59
27444	732	EDWARD YOUNG	8/8/2008	Courier Mileage, 7/16/08-7/31/08	\$351.00
27445	733	FIRST TRUST CREDIT UNION	8/8/2008	Direct Deposits-8 August 08 Payroll	\$1,410.74
27446	734	GREAT-WEST RETIREMENT S	8/8/2008	Annuity Savings Withheld from 8 August 08 Payroll	\$1,210.00
0	736	IRS USA TAXPAYMENT	8/11/2008	FICA & Federal Taxes withheld from 8 August 08 Payroll - Ref #00788481	\$9,815.36
27447	737	TOWN OF DEMOTTE	8/8/2008	DeMotte Lib. Sewer Services-June 2008	\$68.42
27448	738	TOWN OF WHEATFIELD SEW	8/8/2008	Wh. Lib. Sewer Services, August 2008	\$56.65
27449	739	U S TREASURY	8/8/2008	W/held from 08/8/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$89.95
0	740	PAYROLL	8/8/2008	PAYROLL	\$42,713.20
27507	741	DEMCO	8/11/2008	Periodical Recording Cards, Book Jackets, Clear Tape	\$61.23
27508	742	NIPSCO	8/11/2008	Wheatfield Utilities, 7/1-8/1/08	\$1,888.69
27509	743	JASPER COUNTY EXTENSION	8/11/2008	Plat Books-3	\$52.50
27510	744	BRENT HOFFMAN	8/11/2008	Mowing -July, DeM & Rens, Trimming @ Rens.	\$230.00
27511	745	EMBARQ	8/11/2008	Local phones - Rens, August 2008	\$140.29
0	746	PAYROLL	8/8/2008	PAYROLL	\$1,656.00
0	747	IRS USA TAXPAYMENT	8/11/2008	EFT - Withheld FICA & FED Taxes from 08 AUG 08 Payroll - Evans	\$425.56

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
Total Amount of Claims					\$139,497.98

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, August 11, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$139,497.98

Date this 11th day of August, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

SEPT.

Agenda
Jasper County Public Library
Special Board of Trustees Meeting
Wednesday, September 24, 2008, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

Additional Appropriation

Action

Adjournment

Financial Report

Jasper County Public Library

Report Dates = 9/1/2008 to 9/30/2008

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
01. Operating Fund						
100 OPERATING FUND	\$634,059.71	\$88,202.08	\$1,448,649.14	\$2,852.08	\$950,519.66	\$135,930.23
140.01 OPERATING - INVESTMENTS	\$0.00	\$0.00	\$200,000.00	\$0.00	\$200,000.00	\$0.00
Subtotal	\$634,059.71	\$88,202.08	\$1,648,649.14	\$2,852.08	\$1,150,519.66	\$135,930.23
02. Public Libr. Access Card Fu						
101 PUBLIC LIBR. ACCESS CARD	\$90.00	\$0.00	\$120.00	\$30.00	\$60.00	\$30.00
Subtotal	\$90.00	\$0.00	\$120.00	\$30.00	\$60.00	\$30.00
03. Gift Funds						
110.01 DEMOTTE GIFT FUND	\$2,752.56	\$155.93	\$1,711.62	\$71.40	\$947.40	\$1,988.34
110.02 RENSSELAER GIFT FUND	\$3,147.64	\$696.97	\$5,658.86	\$0.00	\$5,750.83	\$3,239.61
110.03 WHEATFIELD GIFT FUND	\$1,576.50	\$358.89	\$925.65	\$0.00	\$1,370.56	\$2,021.41
Subtotal	\$7,476.70	\$1,211.79	\$8,296.13	\$71.40	\$8,068.79	\$7,249.36
04. Library Improv. Reserve Fun						
130 LIRF FUND	\$180,040.62	\$0.00	\$150,000.00	\$329.58	\$155,215.66	\$185,256.28
140.02 LIRF INVESTMENTS	\$0.00	\$0.00	\$150,000.00	\$0.00	\$150,000.00	\$0.00
Subtotal	\$180,040.62	\$0.00	\$300,000.00	\$329.58	\$305,215.66	\$185,256.28
05. Bond & Int. Redemption Fun						
120.03 RENS/DEM & WHTFLD BIRF	\$264,072.50	\$0.00	\$590,554.60	\$0.00	\$219,339.39	(\$107,142.71)
140.03 RENS/DEM & WHTFLD BIRF INVESTMENTS	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00
Subtotal	\$264,072.50	\$0.00	\$690,554.60	\$0.00	\$319,339.39	(\$107,142.71)
06. Capital Projects Fund						
140.05 CPF - INVESTMENTS	\$0.00	\$0.00	\$250,000.00	\$0.00	\$250,000.00	\$0.00
160 CAPITAL PROJECTS FUND	\$295,416.57	\$99.88	\$258,564.33	\$770.90	\$355,153.71	\$392,005.95
Subtotal	\$295,416.57	\$99.88	\$508,564.33	\$770.90	\$605,153.71	\$392,005.95
07. Rainy Day Fund						
140.06 RAINY DAY INVESTMENTS	\$0.00	\$0.00	\$125,000.00	\$0.00	\$125,000.00	\$0.00
151 RAINY DAY FUND	\$127,794.00	\$5,158.24	\$159,327.30	\$0.00	\$234,997.82	\$203,464.52
Subtotal	\$127,794.00	\$5,158.24	\$284,327.30	\$0.00	\$359,997.82	\$203,464.52
08. State Technology Fund Grant						
155 STATE TECHN.FUND GRANT	\$7,711.97	\$880.00	\$8,900.00	\$0.00	\$0.00	(\$1,188.03)
Subtotal	\$7,711.97	\$880.00	\$8,900.00	\$0.00	\$0.00	(\$1,188.03)
09. Other Funds						
125 HOST/HOSPITALITY FUND	\$0.00	\$173.50	\$563.50	\$0.00	\$390.00	(\$173.50)
165 SALES TAX	\$0.00	\$0.00	\$0.00	\$0.04	\$3.72	\$3.72
170 LEVY EXCESS FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
175 SATELLITE FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$173.50	\$563.50	\$0.04	\$393.72	(\$169.78)
10. Construction Fund						
140.07 CONSTRUCTION-INVESTMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
180 CONSTRUCTION FUND	\$24,523.21	\$5,848.62	\$10,849.46	\$285.28	\$176,037.46	\$189,711.21
Subtotal	\$24,523.21	\$5,848.62	\$10,849.46	\$285.28	\$176,037.46	\$189,711.21

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
11. Cash Change Fund						
150.01 DEMOTTE PETTY CASH	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00
150.02 RENSSELAER PETTY CASH	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00
150.03 WHEATFIELD PETTY CASH	\$30.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00
190 CASH CHANGE FUND	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Subtotal	\$210.00	\$0.00	\$0.00	\$0.00	\$0.00	\$210.00
12. Withholding						
200.01 FIT TAX COLLECTED	\$0.00	\$2,972.52	\$49,149.58	\$2,972.52	\$49,149.58	\$0.00
200.02 FICA TAX COLLECTED	\$0.00	\$2,920.31	\$49,190.06	\$2,920.31	\$49,190.06	\$0.00
200.03 STATE TAX COLLECTED	\$2,435.82	\$2,921.46	\$23,993.48	\$1,370.31	\$22,927.97	\$1,370.31
200.04 COUNTY TAX COLLECTED	\$1,809.13	\$2,156.45	\$17,677.35	\$992.40	\$16,860.67	\$992.45
200.05 IN DEFERRED COMP. PLAN	\$0.00	\$1,210.00	\$20,570.00	\$1,210.00	\$20,570.00	\$0.00
200.06 #125 CAFETERIA PLAN	\$0.00	\$864.17	\$18,520.00	\$971.40	\$18,627.21	\$107.21
200.07 LIFE INSURANCE	\$1.00	\$0.00	\$1,096.40	\$68.90	\$1,164.30	\$68.90
200.08 P.E.R.F.	\$5,882.32	\$0.00	\$18,253.03	\$1,049.50	\$17,746.80	\$5,376.09
200.09 GARNISHMENTS	\$0.00	\$0.00	\$315.12	\$0.00	\$315.12	\$0.00
200.1 CREDIT UNION	\$0.00	\$1,280.97	\$23,305.26	\$1,280.97	\$23,305.26	\$0.00
200.11 EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$10,128.27	\$14,325.88	\$222,070.28	\$12,836.31	\$219,856.97	\$7,914.96
Grand Total	\$1,551,523.55	\$115,899.99	\$3,682,894.74	\$17,175.59	\$3,144,643.18	\$1,013,271.99

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Bank Balances

Jasper County Public Library

Report as of: 9/30/2008

Bank

1	Alliance Bank	\$628,365.13
2	Demotte State Bank	\$9,729.37
3	Alliance Bank-LIRF Acct	\$185,256.28
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$189,711.21
7	Rens. Banking Ctr CD#400040231	\$0.00
8	Rens. Banking Ctr CD#400040232	\$0.00
9	Rens. Banking Ctr CD#400040233	\$0.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00

Total all banks = \$1,013,271.99

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 151 RAINY DAY FUND

Jasper County Public Library

Report Date: From 9/1/2008 To 9/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>3. Other Services and Charges</i>							
3.14 OTHER PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$5,158.24	\$7,294.24	(\$7,294.24)	0.0
3.61 BUILDING & STRUCTURES	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.0
3.93 TAXES & ASSESSMENTS	\$0.00	\$18,441.06	\$18,441.06	\$0.00	\$18,441.06	\$0.00	100.0
Subtotal	\$40,000.00	\$18,441.06	\$58,441.06	\$5,158.24	\$25,735.30	\$32,705.76	44.0
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Subtotal	\$10,000.00		\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Grand Total	\$50,000.00	\$18,441.06	\$68,441.06	\$5,158.24	\$25,735.30	\$42,705.76	37.6

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, September 8, 2008, 7pm
Wheatfield Public Library

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of August Board Meeting
Bills/Financial Reports
Salary Ordinance Update (R 7)
Policy Review (R 10 & R 12)

General Business

DeMotte Library/Rensselaer Library Roof Project (R 20)	Action
Wheatfield Annual Report (R 20)	Information
Budget 2009 (R 21)	Action
Mileage Reimbursement (R 20-R 21)	Action
Advance Tax Draw Resolution (R 21)	Action

Director's Report (R20-R25)

Information

Items for Future Agendas

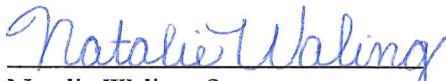
Public Forum

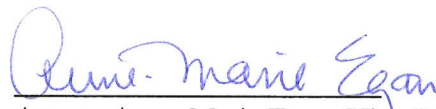
Adjournment

Minutes.....August 25, 2008
Special Meeting of the Jasper County Public Library Board 7:00pm

Present: Natalie Waling, Anne-Marie Egan, Mari Anne Sayler, Joan Floyd, Patty Stringfellow

The 2009 Budget Hearing was held at 7:00pm as advertised. There being no one in attendance to express concern about the budget, the hearing was closed at 7:16pm, and the meeting was adjourned.


Natalie Waling, Secretary pro tem


Attest: Anne-Marie Egan, Vice-President

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

August 11, 2008
Rensselaer Library

Present: Susan Deardorff, Timothy Schultz, Anne-Marie Egan, Joan Floyd, Natalie Waling, Jody Melton, Patricia Stringfellow, Brenda Thompson, & Gail Jung.

Absent: Mari Anne Sayler

Agenda & Consent Agenda Approval: J. Melton moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items, namely the minutes of the July Board Meeting, monthly bills and financial reports, Fax Machine Policy, and minor change to Food, Tobacco, Drug, & Alcohol Policy. Motion passed unanimously.

Roofing Project: Harry Mohler, H.L. Mohler & Associates, discussed the specifications for the DeMotte and Rensselaer Roofing project. We will advertise for four (4) base bids for the roofs, one each for a metal roof and for a shingle roof at each library. Mr. Mohler recommends additional insulation and venting to be included in the specs. This will also reduce operating expenses for heating and air conditioning. He noted insulation irregularities at DeMotte contributed to the ice damming issues there. The specs will include a sheet of insulation for the metal roof, and insulation and venting for a shingle roof. We will require 30 yr. architectural shingles. Typically, metal roofs would match the gutters, downspouts, and fascia. A 100% payment and performance bond will be required to accompany bids. There will be a pre-bid meeting on Aug 26, 2008 at 11:00 AM at the DeMotte Library. The bid opening will be held at 5:00 PM at the Rensselaer Library on September 8, 2008. Board members are welcome to attend. At the September board meeting the board can make a motion for H. Mohler to take the bids under advisement. Mr. Mohler would review the bids and make a recommendation a few days later. To expedite installation the board would also need to authorize the library director or a board committee to sign a contract within the week following the September board meeting. J. Melton moved, seconded by N. Waling, to advertise for bids for the roof project. Motion approved. The legal ads will be published in the August 21st and 28th issues of the Rensselaer Republican and KV Post-News. Mr. Mohler also noted that bids are good for 60 days, so a decision on the Rensselaer roof could be postponed another month.

2009 Budget: The board received a breakdown of the 2009 proposed operating fund appropriations and a comparison chart of previous year's budgets. A brief discussion followed regarding a few of the line item expenses. The Budget Committee who met with the director and business manager in July to review the budgets recommended an Operating budget of \$1,933,621; LIRF for \$80,000; BIRF for \$318,310; CPF for \$47,000; and Rainy Day for \$23,700. A-M Egan made a motion to advertise the 2009 budgets. Motion seconded by J. Melton. Motion was unanimous.

Internet Consortium Resolution: On a motion by T. Schultz the board signed a resolution to join the Public Library Internet Consortium for funding year 7/2009 through 6/2010. Motion was seconded by J. Floyd. Motion passed.

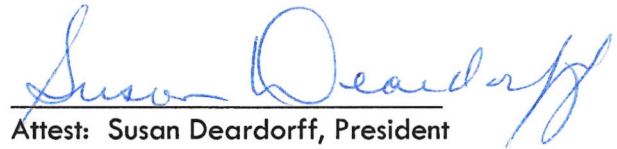
Director's Report: CPF plan for 2009-11 was approved by DLGF. Brandt Hershman was contacted per the board's directive; however, he did not respond back. Self check-out stats

continue to look good. USF forms were processed to receive reimbursements for local and long distance service. All three libraries experienced great turnouts for their summer reading programs. Each library offered creative and exciting programs for all ages. Bruce Shepherd has been attentive to the wetland areas at the Wheatfield Library, planting hundreds of plants, engaging in extensive weeding and eradication, and keeping the branch manager apprised of his work.

Adjournment: With no further matters for discussion, J. Melton moved, seconded by J. Floyd, to adjourn at 7:43 PM.



Jody Melton, Secretary



Attest: Susan Deardorff, President

CIRCULATION BY HOLDINGS CODE
August 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	0	0	0	0
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	25	1	1	27
Award Winning non-fiction (DAWNF)	2	0	0	2
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	40	6	1	47
Books on CD (DBKCD)	111	2	5	118
Books on Tape (DBKT)	25	3	0	28
Compact Disc (DCD)	336	18	6	360
Digital Audiobooks (DDA)	3	2	0	5
DVD (DDVD)	1548	13	6	1567
Equipment (DEQP)	26	0	0	26
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	53	0	0	53
Fiction (DFIC)	997	32	21	1050
Fiction Fantasy (DFICF)	26	3	0	29
Fiction Mystery (DFICM)	156	6	1	163
Fiction New (DFICNEW)	450	23	11	484
Fiction Science Fiction (DFICSF)	17	0	0	17
Fiction Western (DFICW)	10	0	0	10
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	13	0	0	13
Hanging Bags (DHANG)	7	0	0	7
ILL (DILL)	55	0	0	55
Internet (DINTER)	1658	0	0	1658
Juv. Audio book (DJAUDB)	12	2	0	14
Juv. Biography (DJBIO)	16	3	0	19
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	31	0	1	32
Juvenile Easy (DJE)	799	19	2	820
Juv. Easy Non-fiction (DJENF)	23	0	0	23
Juv. Easy Reader (DJER)	335	2	0	337
Juv. Fiction (DJFIC)	433	28	8	469
Juv. Holiday books (DJHOL)	14	0	0	14
Juv. Magazine (DJMAG)	90	0	0	90
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	363	14	13	390
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	2	0	0	2

Juv. Toddler (DJTOD)	133	0	0	133
Large Print Fiction (DLPF)	93	3	2	98
Large Print Nonfic (DLPNF)	1	0	0	1
Magazine (DMAG)	831	1	4	836
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	17	0	0	17
Nonfiction 100 (DNF100)	29	6	4	39
Nonfiction 200 (DNF200)	28	2	1	31
Nonfiction 300 (DNF300)	102	5	6	113
Nonfiction 400 (DNF400)	3	0	0	3
Nonfiction 500 (DNF500)	16	1	0	17
Nonfiction 600 (DNF600)	202	15	6	223
Nonfiction 700 (DNF700)	120	6	3	129
Nonfiction 800 (DNF800)	7	3	1	11
Nonfiction 900 (DNF900)	79	0	2	81
Nonfiction DVD (DNFDVD)	37	0	0	37
Nonfiction (DNFIC)	1	1	0	2
Nonfiction New (DNFNEW)	139	8	1	148
Nonfiction VHS (DNFVHS)	18	1	0	19
Oversize (DOVER)	0	0	0	0
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	11	0	0	11
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	10	0	0	10
Software (DSWAR)	79	0	0	79
Vertical File (DVF)	2	0	0	2
VHS (DVHS)	289	2	2	293
YA Audio book (DYAUSB)	8	3	0	11
YA Biography (DYAB)	0	0	0	0
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	135	1	5	141
YA Nonfiction (DYANF)	26	0	0	26
YA Paperback Fic (DYAPBF)	45	1	0	46
Storage (DZSTO)	2	0	0	2
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	2	41	2	45
Books on CD (RBKCD)	5	187	3	195
Books on Tape (RBKT)	2	58	0	60
Compact Disc (RCD)	7	348	4	359
Digital Audiobooks (RDA)	0	5	0	5
DVD (RDVD)	6	2379	4	2389
Equipment (REQP)	0	134	0	134
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	39	0	39
Fiction (RFIC)	31	846	6	883

Fiction New (RFICNEW)	17	419	3	439
Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	41	0	41
Hanging Bag (RHANG)	0	8	0	8
ILL (RILL)	0	32	2	34
Internet (RINTER)	0	2322	0	2322
Juv. Audio book (RJAUDB)	1	31	0	32
Juv. Biography (RJBIO)	0	35	1	36
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	0	0	0
Juv. Compact Disc (RJCD)	1	19	0	20
Juvenile Easy (RJE)	9	905	0	914
Juv. Easy Non-fiction (RJENF)	0	59	0	59
Juv. Easy Reader (RJER)	1	299	1	301
Juv. Fiction (RJFIC)	22	466	4	492
Juv. Magazine (RJMAG)	0	41	0	41
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	8	591	7	606
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJ TOD)	4	145	0	149
Large Print Fiction (RLPF)	11	140	2	153
Large Print Nonfic (RLPNF)	0	12	3	15
Magazine (RMAG)	0	494	1	495
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	0	13	1	14
Non-Fiction 100 (RNF100)	0	20	0	20
Non-Fiction 200 (RNF200)	2	52	2	56
Non-Fiction 300 (RNF300)	7	108	7	122
Non-Fiction 400 (RNF400)	0	10	0	10
Non-Fiction 500 (RNF500)	0	31	0	31
Non-Fiction 600 (RNF600)	12	225	3	240
Non-Fiction 700 (RNF700)	5	130	1	136
Non-Fiction 800 (RNF800)	0	17	0	17
Non-Fiction 900 (RNF900)	2	56	1	59
Nonfiction DVD (RNFDVD)	1	82	0	83
Nonfiction (RNFIC)	0	0	0	0
Nonfiction new (RNFNEW)	7	180	4	191
Nonfiction VHS (RNFVHS)	9	75	0	84
Oversize (ROVER)	0	0	0	0
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	0	0	0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	1	44	0	45
Software (RSWAR)	0	78	0	78
Vertical File (RVF)	2	4	0	6

VHS (RVHS)	3	276	0	279
YA Audio book (RYAUSB)	0	5	0	5
YA Biography (RYAB)	0	2	0	2
YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	0	0	0
YA Fiction (RYAF)	13	206	3	222
YA Nonfiction (RYANF)	2	33	0	35
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	1	0	1
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	5	4	24	33
Books on CD (WBKCD)	6	13	121	140
Books on Tape (WBKT)	2	1	13	16
Compact Disc (WCD)	2	17	232	251
Digital Audiobooks (WDA)	0	0	5	5
DVD (WDVD)	8	7	1469	1484
Equipment (WEQP)	0	0	86	86
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	1	0	30	31
Fiction (WFIC)	48	21	445	514
Fiction Fantasy (WFICF)	0	4	6	10
Fiction Mystery (WFICM)	2	11	72	85
Fiction New (WFICNEW)	36	23	378	437
Fiction Science Fiction (WFICSF)	1	0	14	15
Fiction Western (WFICW)	2	0	16	18
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	7	7
Hanging Bags (WHANG)	6	0	22	28
ILL (WILL)	0	0	34	34
Internet (WINTER)	0	0	1053	1053
Juv. Audio book (WJAUSB)	1	3	20	24
Juv. Biography (WJBIO)	0	2	9	11
Juv. Book on CD (WJBKCD)	0	0	0	0
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	3	0	20	23
Juvenile Easy (WJE)	25	12	556	593
Juv. Easy Non-fiction (WJENF)	1	0	22	23
Juv. Easy Reader (WJER)	11	3	231	245
Juv. Fiction (WJFIC)	16	15	285	316
Juv. Magazine (WJMAG)	0	0	30	30
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	32	10	350	392
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	1	1
Juv. Toddler (WJTOD)	15	2	131	148
Large Print Fiction (WLPF)	7	5	47	59
Large Print Nonfic (WLPNF)	0	0	6	6
Magazine (WMAG)	5	5	371	381
Non-Fiction 000 (WNF000)	0	0	5	5

Non-Fiction 100 (WNF100)	0	3	12	15
Non-Fiction 200 (WNF200)	2	11	16	29
Non-Fiction 300 (WNF300)	6	3	62	71
Non-Fiction 400 (WNF400)	0	0	5	5
Non-Fiction 500 (WNF500)	0	2	22	24
Non-Fiction 600 (WNF600)	9	15	122	146
Non-Fiction 700 (WNF700)	3	2	38	43
Non-Fiction 800 (WNF800)	1	0	5	6
Non-Fiction 900 (WNF900)	3	3	35	41
Nonfiction DVD (WNFDVD)	1	2	59	62
Nonfiction (WNFIC)	0	1	0	1
Nonfiction New (WNFNEW)	7	10	80	97
Nonfiction VHS (WNFVHS)	3	0	5	8
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)				0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	1	0	2	3
Software (WSWAR)	0	1	76	77
Vertical File (WVF)	0	0	4	4
VHS (WVHS)	0	0	240	240
YA Audio book (WYAUDB)	0	4	8	12
YA Biography (WYAB)	0	0	1	1
YA Books on CD (WYABKCD)	0	0	4	4
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	27	14	143	184
YA Nonfiction (WYANF)	0	1	39	40
YA Paperback Fic (WYAPBF)	1	0	0	1
Storage (WZSTO)	0	0	1	1
TOTAL	10631	12210	7268	30109

CIRCULATION BY HOLDINGS CODE
August 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	0	0	0	0
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	25	1	1	27
Award Winning non-fiction (AWNFI)	2	0	0	2
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	47	51	27	125
Books on CD (BKCD)	122	202	129	453
Books on Tape (BKT)	29	62	13	104
Compact Disc (CD)	345	383	242	970
Digital Audiobooks (DA)	3	7	5	15

DVD (DVD)	1562	2399	1479	5440
Equipment (EQP)	26	134	86	246
See librarian (ERR)	0	0	0	0
Express Book (EXP)	54	39	30	123
Fiction (FIC)	1076	899	472	2447
Fiction Fantasy (FICF)	26	7	6	39
Fiction Mystery (FICM)	158	17	73	248
Fiction New (FICNEW)	503	465	392	1360
Fiction Science Fiction (FICSF)	18	0	14	32
Fiction Western (FICW)	12	0	16	28
Genealogy (GENE)	0	0	0	0
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	13	41	7	61
Hanging Bags (HANG)	13	8	22	43
ILL (ILL)	55	32	36	123
Internet (INTR)	1658	2322	1053	5033
Juv. Audio book (JAUDB)	14	36	20	70
Juv. Biography (JBIO)	16	40	10	66
Juv. Book on CD (JBCD)	0	0	0	0
Juv. Book on Tape (JBKT)	0	0	0	0
Juv. Compact Disc (JCD)	35	19	21	75
Juvenile Easy (JE)	833	936	558	2327
Juv. Easy Non-Fiction (JENF)	24	59	22	105
Juv. Easy Reader (JER)	347	304	232	883
Juv. Fiction (JFIC)	471	509	297	1277
Juv. Holiday (JHOL)	14	0	0	14
Juv. Magazine (JMAG)	90	41	30	161
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	403	615	370	1388
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	2	0	1	3
Juv. Toddler (JTOD)	152	147	131	430
Large Print Fiction (LPF)	111	148	51	310
Large Print Nonfic (LPNF)	1	12	9	22
Magazine (MAG)	836	500	376	1712
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	17	13	6	36
Non-Fiction 100 (NF100)	29	29	16	74
Non-Fiction 200 (NF200)	32	65	19	116
Non-Fiction 300 (NF300)	115	116	75	306
Non-Fiction 400 (NF400)	3	10	5	18
Non-Fiction 500 (NF500)	16	34	22	72
Non-Fiction 600 (NF600)	223	255	131	609
Non-Fiction 700 (NF700)	128	138	42	308
Non-Fiction 800 (NF800)	8	20	6	34
Non-Fiction 900 (NF900)	84	59	38	181
Non-Fiction DVD (NFDVD)	39	84	59	182
Nonfiction (NFIC)	1	2	0	3
Nonfiction New (NFNEW)	153	198	85	436

Nonfiction VHS (NFVH)	30	76	5	111
Oversize (OVER)	0	0	0	0
Professional Coll. (PROF)	0	0	0	0
Parent Shelf Juv. Fic (PJF)	0	0	0	0
Parent Shelf Juv. NF (PSJNF)	11	0	0	11
Reference (REF)	58	33	40	131
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	12	44	2	58
Software (SWAR)	79	79	76	234
Vertical File (VF)	4	4	4	12
VHS	292	278	242	812
YA Audio book (YAADB)	8	12	8	28
YA Biography (YAB)	0	2	1	3
YA Books on CD (YABKCD)	0	0	4	4
YA Books on Tape (YABKT)	0	0	0	0
YA Fiction (YAF)	175	221	151	547
YA Nonfiction (YANF)	28	34	39	101
YA Paperback Fic (YAPBF)	46	1	0	47
Storage (ZSTO)	2	1	1	4
				0
Free reads	378	459	127	964
Games/Puzzles	4	3	0	7
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	11071	12705	7435	31211

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2338	2035	1182	5555
Nonfiction	982	1111	559	2652
CHILDREN'S BOOKS				
Fiction	1828	1897	1219	4944
Nonfiction	472	714	403	1589
YA BOOKS				
Fiction	234	263	158	655
Nonfiction	28	36	40	104
Magazines, Adult	836	500	376	1712
Magazines, Children	90	41	30	161
Sound Recordings, adult	507	666	401	1574
Sound Recordings, ch	62	63	63	188
Online databases	0	0	0	0
Software	79	79	76	234
Vertical file	4	4	4	12
VHS/DVD	1923	2837	1785	6545
Equipment	26	134	86	246
Total	9409	10380	6382	26171

A-V Circulation	2571	3645	2325	8541
A-V Circulation as % of total	27.3%	35.1%	36.4%	32.6%

August 2008

DEMOTTE			RENSSELAER			WHEATFIELD			Total Circ.
Added	Withdrew	Circu-	Added	Withdrew	Circu-	Added	Withdrew	Circu-	
Vols.	Vols.	lation	Vols.	Vols.	lation	Vols.	Vols.	lation	

END OF MONTH:	DEMOTTE	RENSSELAER	WHEATFIELD
Total Materials Owned	64,402	56,864	41,503
Circulation Increase/Decrease	8.6%	-4.1%	14.8%
XX XXXXXXXXXXXXX			
MONTHLY SYSTEM STATISTICS	2007	2008	% change
Current month's Circulation	25,044	26,171	4.5%
Jan. to date circulation	211,565	220,409	4.2%

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

August 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	187	41	135	29	310	67	632	137
LOCAL HISTORY								
In person	0	0	14	4	2	1	16	5
Letters written	3	3	8	8	0	0	11	11
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1658	69	2322	97	1053	44	5033	210
Computer software used	183	15	120	10	203	17	506	42
VCR Use	0	0	0	0	0	0	0	0
Microforms	0	0	34	5	0	0	34	5
CD ROM/Online databases	73	6	410	34	37	3	520	43
Typewriter use	0	0	0	0	0	0	0	0
Other equipment used	1	0	0	0	0	0	1	0
OTHER LIBRARY SERVICES USED								
Outreach activities	38	38	0	0	0	0	38	25
Notarized documents	8	2	37	9	1	0	46	12
Meeting Room Use (no. of group)	27	9	41	14	18	6	86	29
Study room use	19	2	8	1	8	1	35	3
Proctoring	2	1	1	1		0	3	2
Tax Forms distributed	0	0	1	0	0	0	1	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	35		249		70		354	
WIRELESS USE via patron owned pcs	137		42		70		249	
INTERLIBRARY LOANS								
Requests made for:	40	10	54	14	25	6	119	30
Items rec'd for:	58	29	33	17	40	20	131	66
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7821	7885	4167	19873
Non-resident, paying	1	3	0	4
PLAC card users	0	4	1	5
Reciprocal borrowers	404	346	78	828

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	2	12	2	12	1	6	5	30
Children's Programs (0-13)	5	30	7	42	4	24	16	96
Number attending	120		141		144		405	
YA Programs (14-17)	0	0	0	0	0	0	0	0
Number attending	27		0		0		27	
Adult Programs	6	36	2	12	0	0	8	48
Number attending	171		114		25		310	
Senior Citizen Programs	6	36	3	18	1	6	10	60
Number attending	80		26		10		116	
Total Number of Programs	19	114	14	84	6	36	39	234
Total Persons Attending	398		281		179		858	
Total Attending Same Month Last	312		249		46		607	
Total Staff Hours Spent		339		325		201	864	852
Total Number of In-House Program	15		12		3		30	
Total Attendance	145		143		55		343	
Total Number of Outreach Program	4		2		3		9	
Total Attendance	253		138		124		515	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6724	71.9%	6704	64.8%	4408	69.5%	17836	68.5%
Corporate	0	0.0%	91	0.9%	0	0.0%	91	0.3%
Juvenile 0-11	366	3.9%	584	5.6%	338	5.3%	1288	4.9%
Juvenile-AV	812	8.7%	1055	10.2%	621	9.8%	2488	9.6%
Nonresident No Fee	15	0.2%	164	1.6%	72	1.1%	251	1.0%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	354	3.8%	297	2.9%	33	0.5%	684	2.6%
Reciprocal Juvenile	10	0.1%	13	0.1%	2	0.0%	25	0.1%
Reciprocal Juvenile AV	52	0.6%	65	0.6%	22	0.3%	139	0.5%
Reciprocal YA	2	0.0%	0	0.0%	0	0.0%	2	0.0%
Reciprocal YA AV	8	0.1%	8	0.1%	2	0.0%	18	0.1%
School	0	0.0%	14	0.1%	0	0.0%	14	0.1%
School AV	0	0.0%	10	0.1%	0	0.0%	10	0.0%
St. Joseph College	0	0.0%	28	0.3%	0	0.0%	28	0.1%
Staff	538	5.8%	758	7.3%	485	7.6%	1781	6.8%
Walking books	81	0.9%	16	0.2%	0	0.0%	97	0.4%
YA 12-17	107	1.1%	83	0.8%	54	0.9%	244	4.0%
YA-AV	286	3.1%	460	4.4%	305	4.8%	1051	4.0%
Total	9355		10350		6342		26047	

All items borrowed by nonresidents	441	4.7%	599	5.8%	131	2.1%	1171	4.5%
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**Salary Ordinance 2008
Updated 9/8/08**

Name	Classification	Present Hrly Wage	Start Date	Hrs Worked	Library
Krystal Capehart	Page	\$6.55	8/16/08	10	R
Angela Barton	YS Specialist	\$13.73	8/16/08	35	R
Nancy Phillips	Library Asst.	\$10.68	9/1/08	35	R
Sarah Kenning	Page	\$6.55	8/21/08	10	R

We have hired Krystal Capehart to replace Angelica Potts who resigned her position due to her plans to attend college this fall.

We have promoted Angela Barton to replace Susan Engelmann who resigned her position due to her move to Oklahoma. We have promoted Nancy Phillips to fill the role vacated by Angela.

We have hired Sarah Kenning to replace Chavon Bodnar who resigned her position due to her school plans and another work opportunity.

We have examined and approved the changes to the 2008 Jasper County Public Library Salary Ordinance. Dated 9/8/08

<u>Natalie Wiking</u>	<u>Mari Anne Layler</u>
<u>Jody Metts</u>	<u>Imanetyn M. Schultz</u>
<u>Jenni Marie Egan</u>	
<u>Seiser W. Dieckhoff</u>	

Walking Books Policy

Walking books are available to residents of the Jasper County Public Library service district who are homebound, either on a permanent or temporary basis. Delivery may be door to door at the discretion of the library.

Books, magazines, audiocassettes, and cd's will circulate for 6 weeks, with one renewal of three weeks when necessary. Entertainment VHS ideocassettes and DVDs check out for one week, with no renewals as needed.

Patrons are not charged fines

Patrons are expected to be appropriately attired when receiving library services and behave in a manner that is in keeping with the library Behavior Policy.

~~Staff members are reimbursed for gas when delivering or picking up materials from patrons outside the city limits.~~

4/98; revised 3/04; reviewed 2/06; revised 9/08

Mobile Computer Lab Policy

The Jasper County Public Library mobile computer lab is comprised of the following items:

- 10 laptop computers & mobile cart
- 10 mice
- 1 extra floppy/cd drive
- ~~Wireless access point~~
- ~~Switch~~
- LCD projector & carrying case
- Color printer & carrying case
- Cables & surge protectors
- Documentation

The purpose of the mobile computer lab is to bring computer-based instruction to residents of our service area. When the lab is not being used by any of the three JCPL locations for a scheduled training session, it will be available to area colleges, businesses, and local organizations for hands-on training for their employees, or members, or students. The lab must remain in the library. The lab will also be made available to area colleges who may wish to offer classes using our lab as a satellite location.

The following conditions apply to the loan use of the JCPL mobile computer lab:

- The lab may only be used at one of the three JCPL locations where it is assigned for any given month as per this rotation schedule: Rensselaer-December, March, June, September; DeMotte-January, April, July, October; and Wheatfield-February, May, August, and November. Reservations for the lab may be made by a) filling out a meeting room reservation form for the desired location and b) filling out a mobile lab request form.
- Food and drinks are not allowed near the laptops.
- ~~Borrowing~~ Organizations using the lab assumes responsibility for the safety of the equipment against theft, damage, or misuse. The equipment is the responsibility of the borrowing organization from the time library staff set it up until the time library staff are asked to take it down. ~~Borrowing~~ The organization must complete a Registration Form in which they acknowledge responsibility for the equipment.
- If damage occurs, the borrowing organization using the lab will be billed for the cost of repair or replacement.
- ~~Borrowing~~ Organizations using the lab will also be billed for loss or damage to peripherals such as power cord, external mouse, wireless access point and power strips.

Jasper County Public Library

- Staff will troubleshoot lab problems as they are able. The borrowing organization using the lab must report any equipment malfunctions when notifying staff that they are done.
- It is highly recommended that the borrowing organization using the lab and/or designated trainers have some previous experience with the utilization of laptop computers.
- If using the Internet, it is highly recommended that the borrowing organization using the lab check ahead of time to make sure all of the websites they plan to visit are accessible through library filters.
- The borrowing organization using the lab is encouraged to attend an orientation session 1 hour before their class is scheduled to begin.
- Any files saved on the laptops must be saved to a virus-free diskette or USB flash drive. JCPL is not responsible for any lost files.
- Laptops are configured with a base set of software including Microsoft Office (Word, Excel, PowerPoint, Access, Publisher) and basic Internet tools such as Internet Explorer. JCPL does not have licenses for other software products to be installed. Borrowing organizations may install their own licensed software if they have no expectation of support; however, be aware that the machines are protected with security software which automatically restores the default setup any time the machine is rebooted. The lab is loaned in its entirety; that is, components are not available for loan on an individual basis.
- Organizations using the lab may charge participants for the cost of an instructor, but no more. The lab may not be used for profit.
- While no fee is currently charged for the use of the lab, donations are gratefully accepted.
- No deposit is required.

3/06; revised 9/08

Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 8th DAY OF September, 2008.

NAY

AYE

Natalie Waling
Jody Melton
Genevieve Egan
Susan Deardorff
Mari Anne Soyler
Timothy N. Schuch

ATTEST:

Jody Melton
Secretary of the Jasper County Public Library Board

JCPL FINANCIAL STATEMENT

F1

August 31, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$168,011.93	\$1,145,447.06	\$4,828.47	\$732,667.58	\$221,280.23
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$0.00	\$120.00	\$0.00	\$30.00	\$0.00
Gift Fund	\$7,476.70	\$1,916.09	\$7,084.34	\$487.00	\$7,997.39	\$8,389.75
DeMotte	\$2,752.56	\$122.36	\$1,555.69	\$0.00	\$876.00	\$2,072.87
Rensselaer	\$3,147.64	\$1,793.73	\$4,961.89	\$486.00	\$5,750.83	\$3,936.58
Wheatfield	\$1,576.50	\$0.00	\$566.76	\$1.00	\$1,370.56	\$2,380.30
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$200.44	\$4,886.08	\$184,926.70
Includes Investments of:						
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$490,554.60	\$0.00	\$119,339.39	(\$107,142.71)
Includes Investments of:	\$0.00					
Rainy Day Fund	\$127,794.00	\$2,136.00	\$29,169.06	\$0.00	\$109,997.82	\$208,622.76
Includes Investments of:	\$0.00					
State Technology Fund G	\$7,711.97	\$880.00	\$8,020.00	\$0.00	\$0.00	(\$308.03)
Capital Projects Fund	\$295,416.57	\$2,071.89	\$8,464.45	\$787.79	\$104,382.81	\$391,334.93
Includes Investments of:	\$0.00					
Host/Hospitality Fund	\$0.00	\$0.00	\$390.00	\$0.00	\$390.00	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.78	\$3.68	\$3.68
Construction Fund	\$24,523.21	\$2,064.22	\$5,000.84	\$308.39	\$175,752.18	\$195,274.55
Includes Investments of:	\$0.00					
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$6,574.27	\$46,177.06	\$6,574.27	\$46,177.06	\$0.00
FICA Tax Collected	\$0.00	\$6,245.54	\$46,269.75	\$6,245.54	\$46,269.75	\$0.00
State Tax Collected	\$2,435.82	\$2,745.29	\$21,072.02	\$2,921.46	\$21,557.66	\$2,921.46
County Tax Collected	\$1,809.13	\$2,014.89	\$15,520.90	\$2,156.45	\$15,868.27	\$2,156.50
Deferred Comp.	\$0.00	\$2,420.00	\$19,360.00	\$2,420.00	\$19,360.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$1,934.07	\$17,655.83	\$1,934.07	\$17,655.81	(\$0.02)
Employee Life Insur.	\$1.00	\$135.80	\$1,096.40	\$135.80	\$1,095.40	\$0.00
Employee P.E.R.F.	\$5,882.32	\$0.00	\$18,253.03	\$2,215.04	\$16,697.30	\$4,326.59
Garnishments	\$0.00	\$89.95	\$315.12	\$89.95	\$315.12	\$0.00
Credit Union	\$0.00	\$2,694.95	\$22,024.29	\$2,694.95	\$22,024.29	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$201,934.89	\$1,901,994.75	\$34,000.40	\$1,462,467.59	\$1,111,996.39

Bank Balances**Jasper County Public Library***Report as of: 8/31/2008*

<i>Bank</i>		
1	Alliance Bank	\$723,115.06
2	Demotte State Bank	\$8,470.08
3	Alliance Bank-LIRF Acct	\$184,926.70
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$195,274.55
7	Rens. Banking Ctr CD#400040231	\$0.00
8	Rens. Banking Ctr CD#400040232	\$0.00
9	Rens. Banking Ctr CD#400040233	\$0.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00
Total all banks =		\$1,111,996.39

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 8/1/2008 To 8/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,381.86	\$34,022.73	\$17,663.27	65.8
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$74,518.79	\$555,785.62	\$301,338.38	64.8
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,673.84	\$32,682.18	\$24,961.82	56.7
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$6,245.54	\$46,269.75	\$24,418.25	65.5
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$0.00	\$3,458.28	\$2,126.72	61.9
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$0.00	\$45,542.66	\$18,205.34	71.4
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$5,480.53	\$44,772.59	\$44,963.41	49.9
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$95,300.56	\$762,533.81	\$433,677.19	63.7
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$0.00	\$495.66	\$454.34	52.2
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$407.45	\$6,824.51	\$3,175.49	68.2
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$720.09	\$4,036.96	\$713.04	85.0
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$434.89	\$3,173.22	\$2,134.78	59.8
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$24.77	\$663.00	\$87.00	88.4
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$36.10	\$163.90	18.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$6.94	\$367.13	(\$67.13)	122.4
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$247.68	\$6,511.48	\$6,549.12	49.9
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$78.29	\$71.71	52.2
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$1,841.82	\$22,186.35	\$13,832.25	61.6
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$1,369.00	\$3,380.95	(\$880.95)	135.2
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$2,034.00	\$8,925.00	\$0.00	\$5,660.00	\$3,265.00	63.4
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$652.41	\$2,743.26	(\$443.26)	119.3
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$249.40	\$3,519.07	\$480.93	88.0
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$1,058.13	\$13,260.55	\$5,139.45	72.1
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$570.60	\$3,254.38	\$6,767.62	32.5
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$33.84	\$597.39	\$1,402.61	29.9
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$0.00	\$2,730.00	\$27,870.00	8.9
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$149.52	\$224.82	\$675.18	25.0
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$40.00	\$710.76	\$89.24	88.8
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$205.00	\$50.00	80.4
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$0.00	\$12,628.00	\$12,901.00	49.5
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$1,260.16	\$23,477.50	\$21,522.50	52.2
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$6,985.73	\$41,977.66	\$20,022.34	67.7
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$104.75	\$750.35	\$269.65	73.6
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$322.27	\$2,974.01	\$1,085.99	73.3
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$2,632.29	\$34,481.15	\$17,295.85	66.6
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$58.00	\$642.00	8.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$189.65	\$50.35	79.0
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$0.00	\$2,076.99	\$235.01	89.8
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$0.00	\$500.29	\$10.65	97.9
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$233.39	\$333.39	\$15.99	\$302.27	\$31.12	90.7
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$38,425.36	\$57,599.53	\$8,595.47	87.0
Subtotal	\$368,046.00	\$2,453.33	\$370,499.33	\$53,879.40	\$213,301.58	\$157,197.75	57.6
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$104.00	\$2,382.04	\$9,203.96	20.6
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$10,088.44	\$86,801.06	\$68,649.31	55.8
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	(\$2,185.75)	\$16,413.62	\$3,766.38	81.3
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$8,983.46	\$41,828.60	\$34,559.44	54.8
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$16,990.15	\$147,425.32	\$116,179.09	55.9
Grand Total	\$1,847,483.00	\$18,850.34	\$1,866,333.34	\$168,011.93	\$1,145,447.06	\$720,886.28	61.4

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
6/6/2008	100 OPERATING FUND	3.14 OTHER PROFESSIONAL SERVICES	\$2,034.00	Reimbursement LSTA Self Check Grant A/P #165 A/R #295 Receipt #176
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
5/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$79.95	Refund/Reimbursement A/P #394- Minter
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$20.00	Refund/Reimbursement Gena Maze A/P #478
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$25.95	Refund/Reimbursement Margaret Agnew A/P #492 Receipt #248
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$18.00	Refund/Reimbursement Laura Odle A/P #649
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.99	Refund/Reimbursement Paula Mestrovich A/P #617 DVD Returned
8/11/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$15.99	Refund/Reimbursement Willis Cox A/P #722 Lost Book
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07
5/12/2008	151 RAINY DAY FUND	3.93 TAXES & ASSESSMENTS	\$18,441.06	Refund - A/P #177 Treas of JC, A/R #66

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$18,850.34
151	\$18,441.06

Voucher List

Jasper County Public Library

Report Date: From 8/1/2008 To 8/31/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27450	666	ALCO DISCOUNT STORE #290	8/11/2008	Ch. Prog. Prizes-DeM. Lib. Contest, Supplies	\$17.95
27451	667	ACE HARDWARE	8/11/2008	Ballast Repair wires-Wh. Lib.	\$6.10
27452	668	ANGELA BARTON	8/11/2008	Summer Rdg supplies-pocket folders, elmer's glue; mileage-Bks2Bridges	\$97.93
27453	669	BAKER & DANIELS, LLP	8/11/2008	Legal Assistance w/personnel matters, 6/2-6/30/08	\$1,369.00
27454	670	BAKER & TAYLOR	8/11/2008	Books, Gift Books, AV, Continuations	\$14,185.02
27455	671	BAKER & TAYLOR ENTERTAIN	8/11/2008	DVD's	\$163.62
27456	672	BIERMA HARDWARE, INC.	8/11/2008	Ballasts, wire nuts, lt bulbs, batteries, hardware, spray nine cleaner	\$34.07
27457	673	BLOOMFIELD CORPORATION	8/11/2008	Compressor malfunctioning, added solutions, cleaned condenser - Wh. Lib.	\$453.88
27458	674	BLUETARP FINANCIAL, INC	8/11/2008	Shelving, sidewalk caulk gun, drywall piece - Rens. Lib.	\$22.89
27459	675	CAPITAL ONE BANK (USA), NA	8/11/2008	Audio Cable & credits, Bk2Bridge Expenses, Dazzle DVD Recorder/Converter, Decorating & Garden Gate Magazine Subscriptions-DeM.	\$227.46
27460	676	CDW GOVERNMENT, INC	8/11/2008	Printmaster Gold-22 licenses	\$255.79
27461	677	CULLIGAN OF KOUTS	8/11/2008	6-Water & Cooler Rental-Aug (Wh. Lib)	\$44.45
27462	678	DAVIDSON TITLES INC.	8/11/2008	Books	\$15.95
27463	679	DEX	8/11/2008	Phone Book Advertisement-Aug, Sep, Oct 2008	\$258.00
27464	680	EDUCATION NETWORKS OF A	8/11/2008	Internet Connection & Traffic Prioritization-July	\$930.00
27465	681	EVELYN BRISTOL	8/11/2008	Gift Certificates-Volunteers & Books for Bucks Contest; AV materials (DeM. Lib)	\$159.45
27466	682	FASE-KALUF TV & APPLIANCE	8/11/2008	CD Converter cables-3	\$22.47
27467	683	FASE'S WATER TREATMENT	8/11/2008	Redout-5 bags - DeM. Lib.	\$60.00
27468	684	FLEX-PAC INC	8/11/2008	Dustmop Handle, Jumbo TP, Hand towels, paper towels, glass cleaner, gloves, hand soap and sanitizer, floor cleaner, toilet bowl cleaner.	\$705.54
27469	685	GAIL JUNG	8/11/2008	Rens. Petty Cash: Postage, Baby Wipe Bk Cleaners, Mileage	\$50.44
27470	686	GALE	8/11/2008	Books, & Country World Leaders series	\$792.00
27471	687	H.L. MOHLER & ASSOCIATES	8/11/2008	Professional Services - preparation of Roofing specs	\$2,136.00
27472	688	INCOLSA	8/11/2008	Grove Art On-line renewal, 7/1/08-6/30/09 (extra charge-price discrepancy on last invoice)	\$362.00
27473	689	INDIANA LIBRARY FEDERATIO	8/11/2008	CYPD Annual Conference - Cavinder, Bristol, Barton, 9/21-22/08	\$525.00
27474	690	INSPIRATIONAL DISTRIBUTOR	8/11/2008	Books, Christian	\$51.81
27475	691	JENNIFER L. DOUTHIT	8/11/2008	Mileage - Mgmt Mtg	\$25.74
27476	692	JILL TACHTIRIS	8/11/2008	Mileage-Ref. Counterparts	\$40.95
27477	693	JOSEPH ZELLON	8/11/2008	Mileage: Courier, branch maintenance work	\$128.70
27478	694	KIRBY RISK CORPORATION	8/11/2008	Fluorescent bulbs, 100 - DeM. Lib	\$288.00
27479	695	KONE, INC.	8/11/2008	Qtly Elevator Maintenance Contract - DeM. Lib.	\$437.40
27480	696	MARVEL SUBSCRIPTIONS	8/11/2008	Marvel Adventures: Spiderman, 1 yr renewal - DeM.	\$23.97
27481	697	McDANIEL FIRE SYSTEMS, INC	8/11/2008	Annual Fire Protection Contract-Wh. Library, 8/15/08-09	\$1,800.00
27482	698	MIDWEST TAPE	8/11/2008	DVD's	\$72.95
27483	699	NORTHWESTERN INDIANA TE	8/11/2008	Local Phones-DeM, August 2008	\$155.75
27484	700	OFFICE DEPOT	8/11/2008	Chairmats, CD Holders/Folders, Refill lettering tape	\$317.87
27485	701	PATTY STRINGFELLOW	8/11/2008	Mileage: Branch visit, Mgmt Mtg, Laptop pick-up	\$104.12
27486	702	PHIL & SON, INC.	8/11/2008	Duplicate keys-4, Repair exit device handle - Wh. Lib.	\$55.66
27487	703	PILLOW EXPRESS LOGISTICS,	8/11/2008	Delivery Services, 2-day/week, 7/1/08-09	\$500.00
27488	704	POPULAR SUBSCRIPTION SE	8/11/2008	Magazine Subscriptions-Architectural Digest, Nickelodeon, Workbench (DeM); Family Circle (Rens); Electronic Gaming Monthly (Wh)	\$116.26

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27489	705	POSTMASTER	8/11/2008	Stamps: \$200-\$1.00; 100- \$.10; 100-\$.02	\$212.00
27490	706	PRECISION CONTROL SYSTE	8/11/2008	Rens & DeM Preventive Mtnce-1st & 2nd Qtrs; Replaced Pressure Valve, Pump Repairs-Rens; Replaced Low Pressure Switch, repressurized system, cleaned condenser coils-DeM	\$5,185.91
27491	707	QUILL CORPORATION	8/11/2008	Construction Paper, Toners, Binders	\$256.62
27492	708	RENSSELAER REPUBLICAN	8/11/2008	Rens. Rep & KV Post CPF Legal Ads, 6/26/08 - rerun 7/10/08; 3/6/08 - rerun 3/13/08	\$149.52
27493	709	ROEING CORPORATION	8/11/2008	Replacement battery for UPS, 1 GB Memory (2), 4- interface expanders, 3 - UPS's	\$3,321.89
27494	710	SHARP SCHOOL SERVICES, I	8/11/2008	2-Kid Sized Color-coded (keyboard, mouse, headphones)	\$104.00
27495	711	SUSAN ENGELMANN	8/11/2008	Counterparts Expenses, Food Fear Factor prog.supplies, Butterfly habitat, Ch. Bks.	\$122.24
27496	712	TEACHING COMPANY	8/11/2008	DVD's-Einstein's Relativity series	\$92.46
27497	713	THE LIBRARY CORPORATION	8/11/2008	Annual Hardware/Software Contract, Library Serials Support	\$30,413.00
27498	714	TIM SCHULTZ	8/11/2008	Mileage-Bd Mtg	\$25.74
27499	715	TYSEN'S COUNTRY GROCERY	8/11/2008	Ch. Program supplies	\$7.58
27500	716	UNIQUE MANAGEMENT SERVI	8/11/2008	June Initial & Secondary Placements	\$334.96
27501	717	USA TODAY	8/11/2008	Wh. Library Newspaper Subscription, 9/5/08-09	\$164.00
27502	718	VISION SERVICE PLAN- (IN)	8/11/2008	August Vision Premium-13 participants	\$119.06
27503	719	WAL-MART COMMUNITY BRC	8/11/2008	WII & accessories	\$2,007.55
27504	720	WEBBALANCED TECHNOLOGI	8/11/2008	Internet Filtering - 3rd qtr 2008	\$360.00
27505	721	WHEATFIELD CHAMBER OF C	8/11/2008	10x10 Booth space @Sandhill Crane Festival, 9/20/08.	\$40.00
27506	722	WILLIS COX	8/11/2008	Lost book found. Reimbursed patron	\$15.99
150168	723	ACE HARDWARE	8/11/2008	Plexiglass & hardware needs for installation around sinks - Wh. Lib;	\$134.17
150169	724	BRODART CO.	8/11/2008	Oak Book Revolver Stand-Wh. Construction	\$1,348.88
150170	725	CAPITAL ONE BANK (USA), NA	8/11/2008	Literature Organizers - Wh. Bldg Project	\$74.98
150171	726	PHIL & SON, INC.	8/11/2008	Master Keying Schedule - Wh. Bldg Project	\$175.00
150172	727	WABASH VALLEY MANUFACT	8/11/2008	Ash/Trash Containers; replacement dishes for Ash Tray Container - Wh. Construction Proj	\$191.53
150173	728	WAL-MART COMMUNITY BRC	8/11/2008	Headphones & BoomBox - Wh. Constr Project	\$139.66
27441	729	ALLIED WASTE SERVICES #71	8/8/2008	August Trash Pick-up, Wh. Lib.	\$54.12
27442	730	ANTHEM BLUE CROSS BLUE S	8/8/2008	Health Insurance Premium -August 2008	\$7,181.75
27443	731	ANTHEM LIFE	8/8/2008	Health Insurance Premium -August 2008	\$81.59
27444	732	EDWARD YOUNG	8/8/2008	Courier Mileage, 7/16/08-7/31/08	\$351.00
27445	733	FIRST TRUST CREDIT UNION	8/8/2008	Direct Deposits-8 August 08 Payroll	\$1,410.74
27446	734	GREAT-WEST RETIREMENT S	8/8/2008	Annuity Savings Withheld from 8 August 08 Payroll	\$1,210.00
0	735	INDIANA DEPARTMENT OF RE	8/20/2008	EFT-State and County Tax Withheld July '08 Ref#65466 Verf Code 32	\$4,760.18
0	736	IRS USA TAXPAYMENT	8/11/2008	FICA & Federal Taxes withheld from 8 August 08 Payroll - Ref #00788481	\$9,815.36
27447	737	TOWN OF DEMOTTE	8/8/2008	DeMotte Lib. Sewer Services-June 2008	\$68.42
27448	738	TOWN OF WHEATFIELD SEW	8/8/2008	Wh. Lib. Sewer Services, August 2008	\$56.65
27449	739	U S TREASURY	8/8/2008	W/held from 08/8/08 Payroll, Garnishment - Levy Proceeds for Edward L. Young	\$89.95
0	740	PAYROLL	8/8/2008	PAYROLL	\$42,713.20
27507	741	DEMCO	8/11/2008	Periodical Recording Cards, Book Jackets, Clear Tape	\$61.23
27508	742	NIPSCO	8/11/2008	Wheatfield Utilities, 7/1-8/1/08	\$1,888.69
27509	743	JASPER COUNTY EXTENSION	8/11/2008	Plat Books-3	\$52.50
27510	744	BRENT HOFFMAN	8/11/2008	Mowing -July, DeM & Rens, Trimming @ Rens.	\$230.00
27511	745	EMBARQ	8/11/2008	Local phones - Rens, August 2008	\$140.29
0	746	PAYROLL	8/8/2008	PAYROLL	\$1,656.00
0	747	IRS USA TAXPAYMENT	8/11/2008	EFT - Withheld FICA & FED Taxes from 08 AUG 08 Payroll - Evans	\$425.56
0	748	PAYROLL	8/25/2008	PAYROLL	\$39,205.29

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27512	749	AFLAC	8/25/2008	Supplemental Insurance Premium-August 2008	\$168.00
27513	750	CITY OF RENSSELAER	8/25/2008	Rensselaer Utilities, 7/9/08-8/8/08	\$2,855.24
27514	751	EDWARD YOUNG	8/25/2008	Courier Mileage, 8/1/08-8/15/08	\$315.90
27515	752	EMBARQ	8/25/2008	Local phones - Whtfld Sept 2008	\$64.62
27516	753	EMBARQ COMMUNICATIONS I	8/25/2008	Long Distance Calls, 7/1/08-8/2/08	\$33.75
27517	754	FIRST TRUST CREDIT UNION	8/25/2008	Direct Deposits-25 August 08 Payroll	\$1,284.21
27518	755	GREAT-WEST RETIREMENT S	8/25/2008	Annuity Savings Withheld from 25 August 08 Payroll	\$1,210.00
0	756	IRS USA TAXPAYMENT	8/26/2008	FICA & Federal Taxes withheld from 25 August 08 Payroll - Ref #00409076	\$8,824.43
27519	757	NIPSCO	8/25/2008	Utilities-DeM (7/8/08-8/7/08)	\$3,715.29
0	758	ROEING CORPORATION	8/25/2008	Correct A/P 630. Wrong fund entered.	\$0.00
0	759	EBSCO PUBLISHING	8/25/2008	Correct appropriation number. See A/P #591.	\$0.00
Total Amount of Claims					\$201,934.89

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, August 29, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$201,934.89

Date this 8th day of September, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

August 31, 2008

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$2,912.84	\$24,505.74
DeMotte	\$986.50	\$7,704.50		
Rensselaer	\$1,044.79	\$10,259.74		
Wheatfield	\$881.55	\$6,541.50		
PHOTOCOPIES:			\$700.51	\$5,645.26
DeMotte	\$266.65	\$2,124.25		
Rensselaer	\$288.21	\$2,187.45		
Wheatfield	\$145.65	\$1,333.56		
INTEREST:			\$1,153.90	\$13,198.05
Checking/Repurchase/Savings/CD's	\$1,153.90	\$13,198.05		
TAXES:			\$0.00	\$676,683.41
Property Tax	\$0.00	\$343,839.27		
License Excise Tax	\$0.00	\$59,609.14		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$247,537.50		
Local Option/Property Tax Repl.	\$0.00	\$25,697.50		
TAXABLE SALES:-			\$11.22	\$31.80
REFUNDS:			\$50.00	\$12,603.32
Rebates/Refund	\$0.00	\$865.99		
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33		
Meeting Room Rental	\$50.00	\$400.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$2,034.00		
Interfund Transfer	\$0.00	\$8,592.00		
Miscellaneous Receipts	\$0.00	\$300.00		
TOTAL OPERATING FUND RECEIPTS.....			\$4,828.47	\$732,667.58
PLAC FUND:-			\$0.00	\$30.00
GIFT FUNDS:			\$487.00	\$7,997.39
DeMotte	\$0.00	\$876.00		
Rensselaer	\$486.00	\$5,750.83		
Wheatfield	\$1.00	\$1,370.56		
LIB. IMPROV. RESERVE FUND: (Interest).....			\$200.44	\$4,886.08
BOND & INTEREST REDEMPTION FUND:			\$0.00	\$119,339.39
Property Tax	\$0.00	\$108,430.64		
License Excise Tax	\$0.00	\$10,908.75		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND:			\$0.00	\$109,997.82
Special CAGIT Distribution	\$0.00	\$108,132.68		
Interest Earned	\$0.00	\$1,865.14		
STATE TECHNOLOGY FUND GRANT FUND:-			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$787.79	\$104,382.81
Interest Earned	\$787.79	\$7,691.42		
Property Tax	\$0.00	\$81,609.68		
License Excise Tax	\$0.00	\$15,081.71		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:-			\$0.00	\$390.00
LEVY EXCESS FUND:-			\$0.00	\$0.00
SALES TAX:-			\$0.78	\$3.68
CONSTRUCTION FUND:			\$308.39	\$175,752.18
Int. Earned(Chkg.,CD's,Escrow)	\$308.39	\$945.08		
Interfund Transfer	\$0.00	\$174,807.10		
CASH CHANGE FUND			\$0.00	\$0.00
GRAND TOTAL			\$6,612.27	\$1,255,116.03

WITHHOLDING ACCOUNT FUNDS:

			\$27,387.53	\$207,020.66
FIT Tax Collected	\$6,574.27	\$46,177.06		
FICA Collected	\$6,245.54	\$46,269.75		
State Tax Collected	\$2,921.46	\$21,557.66		
County Tax Collected	\$2,156.45	\$15,868.27		
Deferred Comp Plan	\$2,420.00	\$19,360.00		
Pre-tax Insurance Plans	\$1,934.07	\$17,655.81		
Life Insurance	\$135.80	\$1,095.40		
PERF	\$2,215.04	\$16,697.30		
Garnishments	\$89.95	\$315.12		
Credit Union	\$2,694.95	\$22,024.29		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$34,000.40	\$1,462,467.59

Voucher List**Jasper County Public Library****Report Date: From 9/1/2008 To 9/11/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27520	760	A.M. Best Company, Inc.	9/8/2008	Best's Insurance Rating Guide	\$455.85
27521	761	ACE HARDWARE	9/8/2008	Woodworking/Paint Supply-Oliver K.Woodman character, wire hooks, Household sprayer, keys, Bolts,railing repair materials	\$114.00
27522	762	AFFORDABLE ALTERNATIVES	9/8/2008	2 day loan \$1/day fine labels	\$47.30
27523	763	AMERICAN LIB. ASSOCIATION	9/8/2008	Copyright sliders	\$15.93
27524	764	ALLIED WASTE SERVICES #71	9/8/2008	September Trash Pick-up, Wh. Lib.	\$54.24
27525	765	BAKER & DANIELS, LLP	9/8/2008	Legal Assistance w/personnel matters, 7/7-7/31/08	\$5,930.79
27526	766	BAKER & TAYLOR	9/8/2008	Books, Gift Books, AV, Continuations	\$7,796.25
27527	767	BAKER & TAYLOR ENTERTAIN	9/8/2008	DVD's	\$200.33
27528	768	BLOOMFIELD CORPORATION	9/8/2008	Repaired faulty wire from AC Compressor to IT room-Wh. Lib.	\$294.84
27529	769	BLUETARP FINANCIAL, INC	9/8/2008	Durabond	\$4.59
27530	770	BOOKPAGE	9/8/2008	Subscription 10/1/08-9/30/09	\$384.00
27531	771	BRIDGET TUOHY-HELMS	9/8/2008	Reimbursement for book returned	\$5.95
27532	772	BUENHOGAR	9/8/2008	Subscription 9/1/08-8/31/09	\$18.00
27533	773	CAPITAL ONE BANK (USA), NA	9/8/2008	Meeting Expenses: Books2Bridges, DVD, Bracelet Prog supplies, Home Sound System, Aargh! Tech. Support	\$948.66
27534	774	CATHERINE KLAUS	9/8/2008	Reimbursement for book returned	\$11.99
27535	775	CENTRAL STATES SALES CO	9/8/2008	Ceiling Bulbs for Dm & Wh	\$74.00
27536	776	CIRCLE R ELECTRIC, INC.	9/8/2008	Outdoor Light Fixture over Staff Entry & Installation	\$259.60
27537	777	CULLIGAN OF KOUTS	9/8/2008	Water Cooler Rental-Sep (Wh. Lib)	\$9.95
27538	778	DEMCO	9/8/2008	Norbond Liquid Plastic, Classification Labels, Clear Tape	\$47.81
27539	779	ELIZABETH HERNANDEZ	9/8/2008	Reimbursement of CD returned	\$10.00
27540	780	EMILY DURAN	9/8/2008	Mileage: Geneology Wksp	\$119.34
27541	781	EDUCATION NETWORKS OF A	9/8/2008	Internet Connection & Traffic Prioritization-August	\$930.00
27542	782	EVELYN BRISTOL	9/8/2008	DVD's	\$51.81
27543	783	GA FOODS GROUP	9/8/2008	Styrofoam cooler (Cops Night Out), Recycle bags for ILL transport	\$11.37
27544	784	FASE'S WATER TREATMENT	9/8/2008	Redout-4 bags - DeM. Lib.	\$48.00
27545	785	FACTS ON FILE	9/8/2008	Science online, Health reference center (1 yr subscription(7/1/08-6/30/09))	\$1,522.50
27546	786	GAIL JUNG	9/8/2008	SDD Luncheon paid to John DeVries, mileage	\$173.74
27547	787	GALE	9/8/2008	Books	\$276.92
27548	788	HAINES & COMPANY, INC.	9/8/2008	Directories	\$988.50
27549	789	H.L. MOHLER & ASSOCIATES	9/8/2008	Professional Services - preparation of Roofing specs	\$5,158.24
27550	790	HERITAGE MICROFILM	9/8/2008	Access Newspaperarchive Pro OnLine Subsc.,8/6/08- 9/15/09	\$1,000.00
27551	791	HERITAGE OFFICE PRODUCT	9/8/2008	Sandy & Nickole's name tags	\$21.00
27552	792	BRENDA THOMPSON	9/8/2008	Mileage: Boardmeeting, Mgmt mtg, Copier Presentation, Dept Head Mtg	\$86.58
27553	793	INDIANA INSURANCE COMPA	9/8/2008	Semi-Annual Insurance Pymt, Bldg & Worker's Comp, 10/16/08-4/16/09	\$10,206.00
27554	794	INDIANA LIBRARY FEDERATIO	9/8/2008	Insurance & Benefits Wksp: Stringfellow, Jung, Tobias	\$125.00
27555	795	INGRAM	9/8/2008	Paperbacks	\$13.45
27556	796	INSPIRATIONAL DISTRIBUTOR	9/8/2008	Christian Books	\$118.22
27557	797	JENNIFER L. DOUTHIT	9/8/2008	Mileage: Management carpool	\$25.74
27558	798	JOSEPH ZELLON	9/8/2008	Mileage: Maintenance work, Courier	\$103.80
27559	799	JOHN DEVRIES	9/8/2008	SDD Luncheon second half of payment	\$148.00
27560	800	KAPER'S BUILDING MATERIAL,	9/8/2008	Building Materials for Oliver Woodman	\$66.28
27561	801	KIRBY RISK CORPORATION	9/8/2008	Ballasts	\$59.40

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27562	802	LINDA POORTENGA	9/8/2008	Milage: Books 2 Bridges, LLN & B2B info Mtg	\$76.05
27563	803	M. LEE SMITH PUBLISHERS LL	9/8/2008	IN Employment Law Subscription, 9/30/08-10/1/09	\$347.00
27564	804	MARLENE BEEDLE	9/8/2008	Mileage: Midwestern Roots Wksp	\$143.91
27565	805	MICHAEL SCHWANKE	9/8/2008	Reimbursement for book return	\$12.95
27566	806	MIDAMERICA BOOKS	9/8/2008	Books	\$329.61
27567	807	MIDWEST TAPE	9/8/2008	DVDs & Soundsafe Audio Cases	\$1,384.91
27568	808	MIKE FEAGANS	9/8/2008	Reimbursement on book returned	\$15.00
27569	809	JEFF RAYBURN	9/8/2008	Rosetta Stone - Italian	\$300.00
27570	810	NORTHWESTERN INDIANA TE	9/8/2008	Local Phones-DeM, September 2008	\$155.75
27571	811	OFFICE DEPOT	9/8/2008	Chairmats (3-Rens)	\$103.92
27572	812	PATTY STRINGFELLOW	9/8/2008	Books to Bridges mtg, Pre bid mtg	\$79.56
27573	813	PHIL & SON, INC.	9/8/2008	Rekey Cylinders into Master Key System & 30 new keys	\$680.70
27574	814	POPULAR SUBSCRIPTION SE	9/8/2008	Magazine Subscriptions: All You Magazine, Backyard Living, Hardo Ideas, Tiger Beat, Antiques & Collecting Magazine, Cooking w/ Paula Deen, Health Magazine, Paper Crafts, Brides Magazine, and Discovery Girl	\$195.46
27575	815	PRECISION CONTROL SYSTE	9/8/2008	3rd Qtr Mtnce-D&R; replaced contactors on chiller compressor-R	\$2,155.98
27576	816	QUILL CORPORATION	9/8/2008	Rubber tape, book taper, invisible tape, stapler, index cards, construction paper, copy paper	\$398.59
27577	817	RELIABLE EXTERMINATORS, I	9/8/2008	Exterior Pest Control Application @ Rens.	\$152.00
27578	818	RENSSELAER REPUBLICAN	9/8/2008	Rens. Rep & KV Post CPF Legal Ads, 8/14/08-8/21/08 & 8/21/08	\$266.97
27579	819	SHOWCASES	9/8/2008	DVD Double Cases	\$153.36
27580	820	THE LIBRARY CORPORATION	9/8/2008	L.S Software License Support 12/08-11/09	\$663.00
27581	821	SUE TOBIAS	9/8/2008	Mileage: Deliver Laptop	\$5.27
27582	822	TESS HAMEL	9/8/2008	Shower Pins for Transport Bags, Green Bags for ILL transport	\$8.98
27583	823	TIM SCHULTZ	9/8/2008	Mileage-Bd Mtg	\$25.74
27590	824	TRUGREEN LIMITED PARTNE	9/8/2008	Sprayed for insects and disease	\$96.00
27585	825	TYSEN'S COUNTRY GROCERY	9/8/2008	Items for Senior Movie Program	\$6.82
27586	826	UNIQUE MANAGEMENT SERVI	9/8/2008	July Initial & Secondary Placements	\$261.61
27587	827	VISION SERVICE PLAN- (IN)	9/8/2008	September Vision Premium-13 participants	\$119.06
27588	828	WAL-MART COMMUNITY BRC	9/8/2008	Flash drive, CD's, Wipes, Weed b Gone, Roundup, Flavor Ice (Cops Night Out), Batteries, DVDs	\$233.38
27589	829	YVONNE DEL VECCHIO	9/8/2008	Frosting Bags & coloring for Adult Program, Prizes	\$17.15
150174	830	CAPITAL ONE BANK (USA), NA	9/8/2008	Roller Coaster Tycoon PC Game (GameStop)-Wh. Construction Fund	\$19.99
150175	831	DEMCO	9/8/2008	Illuminated Sign, Information Stand, Lateral File, Wall Display, Free Standing Foam Letters, Custom Wall/Counter Sign, Countertop Revolving Display, Glass Mtd Sign, Media Cabinet w/ Doors	\$5,828.63
27592	832	ANTHEM BLUE CROSS BLUE S	9/10/2008	Health Insurance Premium -September 2008	\$6,249.03
27593	833	ANTHEM LIFE	9/10/2008	Health Insurance Premium -September 2008	\$81.59
27591	834	TRU-GREEN LIMITED PARTNE	9/8/2008	Early Growth Protection Application	\$103.95
27594	835	EDWARD YOUNG	9/10/2008	Courier Mileage, 8/15/08-8/31/08	\$351.00
27595	836	FIRST TRUST CREDIT UNION	9/10/2008	Direct Deposits-10 September 08 Payroll	\$1,280.97
27596	837	GREAT-WEST RETIREMENT S	9/10/2008	Annuity Savings Withheld from 10 September 08 Payroll	\$1,210.00
0	839	IRS USA TAXPAYMENT	9/11/2008	FICA & Federal Taxes withheld from 10 September 08 Payroll - Ref #00853950	\$8,813.14
27597	840	TOWN OF DEMOTTE	9/10/2008	DeMotte Lib. Sewer Services-July 2008	\$68.42
27598	841	TOWN OF WHEATFIELD SEW	9/10/2008	Wh. Lib. Sewer Services, September 2008	\$56.65
0	842	DEMOTTE STATE BANK	9/8/2008	Deposit Slips-Wh. Library (Automatic debit)	\$8.00
27599	843	BIERMA HARDWARE, INC.	9/8/2008	Hardware, extension cord, spray paint, mounting tape, etc.	\$16.49
27600	844	BRENT HOFFMAN	9/8/2008	Lawn Mowing, August 2008, Rens, DeM, Wh.	\$280.00
27601	845	GOODWIN FIRE EQUIPMENT, I	9/8/2008	Fire Extinguisher training & supplies, 9/5/08 (Staff Develop Day)	\$294.50

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27602	846	OFFICE DEPOT	9/8/2008	Chairmats ((2-Wh, 1 TS) & Security Envelopes	\$186.24
0	847	PAYROLL	9/10/2008	PAYROLL	\$39,144.60
27603	848	S & S WORLDWIDE, INC	9/8/2008	Constr Paper, Banner, children's paint brushes, etc.-Rens. Ch. Prog.	\$59.40
27604	849	CHICAGO TRIBUNE	9/8/2008	DeM. Newspaper Subsc, 9/15/08-3/15/09	\$116.54
27605	850	EMBARQ	9/8/2008	Rens Local Phones-September 2008	\$141.24
27606	851	INDIANA LIBRARY FEDERATIO	9/8/2008	CYPD - late registration, Beth Reasoner	\$185.00
Total Amount of Claims					\$110,822.08

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, September 08, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$110,822.08

Date this 8th day of September, 20 08.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

OCT.

Agenda
Jasper County Public Library
Board of Trustees Meeting
Tuesday, October 28, 2008, 4pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

DeMotte Library Boilers

Adjournment

**Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, October 13, 2008, 7pm
Rensselaer Public Library**

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items Action

Minutes of September Board Meeting + *Sep 24th mtg & Oct 6th hearing*
Bills/Financial Reports
Salary Ordinance Update (R 7)
Policy Review (R 10)

General Business

Additional Appropriation (R 15)	Action
DeMotte & Rensselaer Library Roofs (R 15)	Action
DeMotte Library Boiler (R 15)	Action
Advanced Tax Draw Resolution (R 15)	Action
2009 Slate of Officers (R 15)	Information

Director's Report (R 15–R 20)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

September 8, 2008
Wheatfield Library

Present: Susan Deardorff, Timothy Schultz, Anne-Marie Egan, Mari Anne Sayler, Natalie Waling, Jody Melton, Patricia Stringfellow, Brenda Thompson, Diana Kooy, Rachael Cavinder, Gail Jung.

Absent: Joan Floyd

Agenda & Consent Agenda Approval: M. Sayler moved, seconded by A-M Egan, to approve the Agenda and Consent Agenda items, namely the minutes of the August Board Meetings, monthly bills and financial reports, Salary Ordinance Update, revisions to the Mobile Computer Lab Policy, and minor changes to the Walking Books Policy. Motion passed unanimously.

Wheatfield Library Annual Report: D. Kooy reported that the landscape has much improved in the past year with the help of 4-Hers and the JC Soil & Water Conservation Board. We have recently purchased more signage for several sections in the library, a lateral file and two media cabinets, a TV stand, video player and another ashtray/waste container. A flat panel LCD TV, a digital camera, youth books and prizes, were purchased by the Friends Group who also provided other monetary donations. Adult programming attendance was not always great this past year, but the book discussions continue to be very popular. Once a month on Thursdays we have a morning movie. We held another beginning Sign Language class that was requested, and had a program on Living with Low Vision that was well attended. We participate in the Sandhill Crane Festival every September. Circulation statistics increased on an average of 14%. After 3 years we still receive compliments on our building and its layout.

R. Cavinder highlighted the Children's Department happenings in the past year. Program attendance has steadily increased. Outreach efforts extended to volunteering as a Junior Achievement speaker, monthly classroom visits, kindergarten registration packets, etc. Afterschool programs, toddler times, and lapsit sessions have increased in number of sessions offered. Teen volunteers are eager to help with summer reading programs. Book discussions were offered for several age levels K-12. With DeMotte Library offering book discussions for the teens, Wheatfield will only offer them from K-8 now. She is most appreciative of her assistant C. DeVries, for the few hours a week she can help with programming needs.

Roofing Bids: Three bids, Babilla (Gary, IN), Maris & Son (Hobart), and Steve's Specialized Services (Rensselaer), were received at the bid opening that occurred at 5pm on September 8, 2008 at the Rensselaer Library. H. Mohler reported the roofing bids came in way above expectation. The low bid was \$185,578 and the high \$225,000 for a shingle roof and insulation for the DeMotte Library. The insulated decking alone cost \$75,678. Mr. Mohler will get post-bid information. He wants a very detailed schedule of values, performance bond basis, exact manufacturer of products, cost of insulated decking, shingle life, cost for removal of shingles, profit and overhead costs, travel time, etc. to get a picture of how bids were priced. One bid offered an option to the insulated decking for ice and water shield opposed to felt. H. Mohler felt that the insulated decking was most important at DeMotte because of the ice damming experienced in the past and poor ventilation in the attic but not as important at Rensselaer where the utility savings vs. cost of decking would not be cost effective. Bids are good for 60 days. J. Melton moved, seconded by M. Sayler, to take the bids under advisement. Motion passed. H.

Mohler will have the details in a few days and will come back in October to report his findings. If the library rejects all of the bids, we will need to seal any leaks at the DeMotte Library until next year. H. Mohler will also be preparing quotes for the boiler(s) at DeMotte.

2009 Budgets: On a motion by A-M Egan, seconded by J. Melton, the board voted to adopt the budgets as presented. Motion was unanimous.

Mileage Reimbursement: SBA allows for employees to be reimbursed for mileage while on library business. JCPL currently does not pay for library travel within the city limits. A-M Egan moved, seconded by N. Waling, to reimburse staff for all related travel whether in or out of town. Motion passed unanimously. Board Officers and employees are not reimbursed for travel to the library from home.

Director's Report: The director informed the library board of a public hearing by the Jasper County Council regarding the Iroquois Bio-Energy Company request for tax abatement, to be held on September 16, 2008 at 7:45 PM. Granting of the tax abatement would impact the library's tax revenues. Interested parties will be heard at the hearing or may send in their written suggestions/objections.

The Books to Bridge the Region will launch their "Read" beginning in October. Related local programs include: an author visit at St. Joseph College on Oct 7th, shipwreck tales at the DeMotte Library on October 9 and a mythology storyteller session on Oct 25th also at DeMotte Library. The children's book selected was Oliver K. Woodman and JCPL has constructed a wooden "Oliver K. Woodman" character for each branch to use with programs and adventures geared for children.

P. Stringfellow attended the August 22, 2008 County Council meeting as requested to discuss the 2009 budget. N. Waling and G. Jung accompanied her.

Adjournment: With no further matters for discussion, M. Sayler moved, seconded by J. Melton, to adjourn at 8:12 PM.


Jody Melton, Secretary

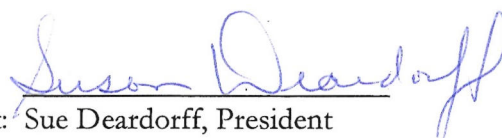

Attest: Susan Deardorff, President

Minutes.....September 24, 2008
Special Meeting of the Jasper County Public Library Board 7:00pm

Present: Jody Melton, Tim Schultz, Sue Deardorff, Natalie Waling, Mari Anne Sayler, Joan Floyd, Patty Stringfellow

Additional Appropriation: On a motion by Jody Melton, seconded by Mari Anne Sayler, the Board voted to advertise for an additional appropriation: \$30, 000 for repairs and maintenance from the Library Improvement Reserve Fund and \$125,000 for repairs and maintenance from the Rainy Day Fund. With no further business to discuss, the meeting was adjourned at 7:15pm on a motion by N. Waling.

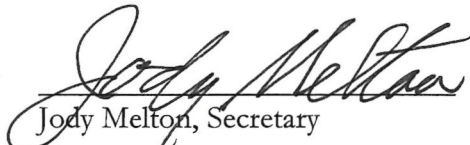

Jody Melton, Secretary

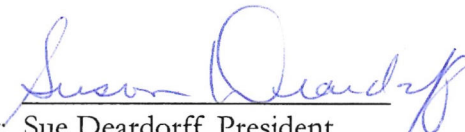

Attest: Sue Deardorff, President

Minutes.....October 6, 2008
Special Meeting of the Jasper County Public Library Board 7:00pm

Present: Jody Melton, Tim Schultz, Sue Deardorff, Natalie Waling, Mari Anne Sayler, Patty Stringfellow

Additional Appropriation: The Additional Appropriation Hearing was held at 7:00pm as advertised. There was no one in attendance to express concern about the additional appropriation. On a motion by Jody Melton, seconded by Natalie Waling, the Board voted to table the request for an additional appropriation. With no further business to discuss, the hearing was closed at 7:25pm on a motion by M. Sayler.


Jody Melton, Secretary


Attest: Sue Deardorff, President

CIRCULATION BY HOLDINGS CODE
September 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	0	0	0	0
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	25	1	1	27
Award Winning non-fiction (DAWNF)	1	0	0	1
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	66	7	2	75
Books on CD (DBKCD)	138	4	1	143
Books on Tape (DBKT)	36	4	1	41
Compact Disc (DCD)	388	16	1	405
Digital Audiobooks (DDA)	6	0	0	6
DVD (DDVD)	1368	9	5	1382
Equipment (DEQP)	35	0	0	35
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	60	0	0	60
Fiction (DFIC)	946	36	34	1016
Fiction Fantasy (DFICF)	24	2	2	28
Fiction Mystery (DFICM)	124	8	3	135
Fiction New (DFICNEW)	426	24	7	457
Fiction Science Fiction (DFICSF)	11	2	0	13
Fiction Western (DFICW)	10	0	0	10
Genealogy (DGENE)	20	0	0	20
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	0	3	0	3
Hanging Bags (DHANG)	39	1	0	40
ILL (DILL)	71	1	0	72
Internet (DINTER)	1480	0	0	1480
Juv. Audio book (DJAUDB)	8	0	0	8
Juv. Biography (DJBIO)	19	1	0	20
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	21	2	1	24
Juvenile Easy (DJE)	880	15	5	900
Juv. Easy Non-fiction (DJENF)	49	0	0	49
Juv. Easy Reader (DJER)	362	2	1	365
Juv. Fiction (DJFIC)	459	15	4	478
Juv. Holiday books (DJHOL)	14	0	0	14
Juv. Magazine (DJMAG)	39	0	0	39
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	426	10	15	451
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	1	0	0	1

Juv. Toddler (DJTOD)	126	0	0	126
Large Print Fiction (DLPF)	120	7	0	127
Large Print Nonfic (DLPNF)	3	0	0	3
Magazine (DMAG)	766	4	3	773
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	27	1	0	28
Nonfiction 100 (DNF100)	32	6	7	45
Nonfiction 200 (DNF200)	35	0	2	37
Nonfiction 300 (DNF300)	105	8	11	124
Nonfiction 400 (DNF400)	2	0	0	2
Nonfiction 500 (DNF500)	60	0	1	61
Nonfiction 600 (DNF600)	298	19	11	328
Nonfiction 700 (DNF700)	135	6	2	143
Nonfiction 800 (DNF800)	14	1	0	15
Nonfiction 900 (DNF900)	89	2	3	94
Nonfiction DVD (DNFDVD)	29	1	0	30
Nonfiction (DNFIC)	1	0	0	1
Nonfiction New (DNFNEW)	109	12	2	123
Nonfiction VHS (DNFVHS)	22	0	0	22
Oversize (DOVER)	0	0	0	0
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	6	0	0	6
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	10	0	0	10
Software (DSWAR)	62	3	0	65
Vertical File (DVF)	1	0	0	1
VHS (DVHS)	308	3	0	311
YA Audio book (DYAUSB)	2	6	0	8
YA Biography (DYAB)	1	0	0	1
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	116	2	5	123
YA Nonfiction (DYANF)	17	0	1	18
YA Paperback Fic (DYAPBF)	38	1	2	41
Storage (DZSTO)	3	0	0	3
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	4	56	1	61
Books on CD (RBKCD)	2	209	4	215
Books on Tape (RBKT)	1	60	1	62
Compact Disc (RCD)	8	394	7	409
Digital Audiobooks (RDA)	0	4	1	5
DVD (RDVD)	7	2263	8	2278
Equipment (REQP)	0	94	0	94
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	35	0	35
Fiction (RFIC)	35	866	18	919

Fiction New (RFICNEW)	16	423	8	447
Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	43	0	43
Hanging Bag (RHANG)	0	18	0	18
ILL (RILL)	0	95	0	95
Internet (RINTER)	0	2120	0	2120
Juv. Audio book (RJAUDB)	0	24	1	25
Juv. Biography (RJBIO)	1	53	2	56
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	0	0	0
Juv. Compact Disc (RJCD)	0	21	1	22
Juvenile Easy (RJE)	8	912	6	926
Juv. Easy Non-fiction (RJENF)	1	82	0	83
Juv. Easy Reader (RJER)	0	322	2	324
Juv. Fiction (RJFIC)	8	671	8	687
Juv. Magazine (RJMAG)	0	23	0	23
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	9	694	3	706
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJTOD)	0	189	0	189
Large Print Fiction (RLPF)	14	162	1	177
Large Print Nonfic (RLPNF)	1	22	0	23
Magazine (RMAG)	2	422	0	424
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	0	10	0	10
Non-Fiction 100 (RNF100)	2	32	2	36
Non-Fiction 200 (RNF200)	0	32	2	34
Non-Fiction 300 (RNF300)	6	123	4	133
Non-Fiction 400 (RNF400)	3	8	0	11
Non-Fiction 500 (RNF500)	0	58	1	59
Non-Fiction 600 (RNF600)	13	239	14	266
Non-Fiction 700 (RNF700)	4	112	11	127
Non-Fiction 800 (RNF800)	1	36	0	37
Non-Fiction 900 (RNF900)	2	82	1	85
Nonfiction DVD (RNFDVD)	0	80	0	80
Nonfiction (RNFIC)	0	0	0	0
Nonfiction new (RNFNEW)	14	163	2	179
Nonfiction VHS (RNFVHS)	1	69	0	70
Oversize (ROVER)	0	1	0	1
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	0	0	0
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	1	42	0	43
Software (RSWAR)	0	96	0	96
Vertical File (RVF)	0	5	0	5

VHS (RVHS)	1	284	0	285
YA Audio book (RYAUSB)	0	7	0	7
YA Biography (RYAB)	0	5	0	5
YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	0	0	0
YA Fiction (RYAF)	14	194	15	223
YA Nonfiction (RYANF)	1	29	3	33
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	1	5	22	28
Books on CD (WBKCD)	12	7	134	153
Books on Tape (WBKT)	3	2	14	19
Compact Disc (WCD)	2	22	200	224
Digital Audiobooks (WDA)	0	0	4	4
DVD (WDVD)	15	12	1447	1474
Equipment (WEQP)	0	0	98	98
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	1	31	32
Fiction (WFIC)	48	39	466	553
Fiction Fantasy (WFICF)	0	3	7	10
Fiction Mystery (WFICM)	3	6	80	89
Fiction New (WFICNEW)	20	17	319	356
Fiction Science Fiction (WFICSF)	0	0	6	6
Fiction Western (WFICW)	0	0	50	50
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	3	3
Hanging Bags (WHANG)	2	0	26	28
ILL (WILL)	0	0	28	28
Internet (WINTER)	0	0	1038	1038
Juv. Audio book (WJAUSB)	0	2	21	23
Juv. Biography (WJBIO)	1	1	8	10
Juv. Book on CD (WJBKCD)	0	0	0	0
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	0	0	37	37
Juvenile Easy (WJE)	7	11	670	688
Juv. Easy Non-fiction (WJENF)	4	2	48	54
Juv. Easy Reader (WJER)	4	4	210	218
Juv. Fiction (WJFIC)	9	14	264	287
Juv. Magazine (WJMAG)	0	1	37	38
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	12	6	449	467
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	3	3
Juv. Toddler (WJTOD)	0	3	156	159
Large Print Fiction (WLPF)	15	7	59	81
Large Print Nonfic (WLPNF)	2	0	5	7
Magazine (WMAG)	1	7	389	397
Non-Fiction 000 (WNF000)	0	0	1	1

Non-Fiction 100 (WNF100)	2	3	15	20
Non-Fiction 200 (WNF200)	3	0	14	17
Non-Fiction 300 (WNF300)	2	2	68	72
Non-Fiction 400 (WNF400)	1	0	2	3
Non-Fiction 500 (WNF500)	0	0	7	7
Non-Fiction 600 (WNF600)	8	11	117	136
Non-Fiction 700 (WNF700)	5	4	52	61
Non-Fiction 800 (WNF800)	0	0	7	7
Non-Fiction 900 (WNF900)	1	4	26	31
Nonfiction DVD (WNFDVD)	2	3	68	73
Nonfiction (WNFIC)	0	1	0	1
Nonfiction New (WNFNEW)	6	8	96	110
Nonfiction VHS (WNFVHS)	0	0	17	17
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	7	7
Software (WSWAR)	2	1	71	74
Vertical File (WVF)	0	0	2	2
VHS (WVHS)	0	2	292	294
YA Audio book (WYAADB)	0	1	3	4
YA Biography (WYAB)	0	0	2	2
YA Books on CD (WYABKCD)	0	0	3	3
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	10	11	188	209
YA Nonfiction (WYANF)	3	2	38	43
YA Paperback Fic (WYAPBF)	2	0	0	2
Storage (WZSTO)	9	0	0	9
TOTAL	10486	12454	7685	30625

CIRCULATION BY HOLDINGS CODE
September 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	0	0	0	0
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	25	1	1	27
Award Winning non-fiction (AWNFI)	1	0	0	1
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	71	68	25	164
Books on CD (BKCD)	152	220	139	511
Books on Tape (BKT)	40	66	16	122
Compact Disc (CD)	398	432	208	1038
Digital Audiobooks (DA)	6	4	5	15

DVD (DVD)	1390	2284	1460	5134
Equipment (EQP)	35	94	98	227
See librarian (ERR)	0	0	0	0
Express Book (EXP)	60	36	31	127
Fiction (FIC)	1029	941	518	2488
Fiction Fantasy (FICF)	24	5	9	38
Fiction Mystery (FICM)	127	14	83	224
Fiction New (FICNEW)	462	464	334	1260
Fiction Science Fiction (FICSF)	11	2	6	19
Fiction Western (FICW)	10	0	50	60
Genealogy (GENE)	20	0	0	20
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	0	46	3	49
Hanging Bags (HANG)	41	19	26	86
ILL (ILL)	71	96	28	195
Internet (INTR)	1480	2120	1038	4638
Juv. Audio book (JAUDB)	8	26	22	56
Juv. Biography (JBIO)	21	55	10	86
Juv. Book on CD (JB CD)	0	0	0	0
Juv. Book on Tape (JBKT)	0	0	0	0
Juv. Compact Disc (JCD)	21	23	39	83
Juvenile Easy (JE)	895	938	681	2514
Juv. Easy Non-Fiction (JENF)	54	84	48	186
Juv. Easy Reader (JER)	366	328	213	907
Juv. Fiction (JFIC)	476	700	276	1452
Juv. Holiday (JHOL)	14	0	0	14
Juv. Magazine (JMAG)	39	24	37	100
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	447	710	467	1624
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	1	0	3	4
Juv. Toddler (JTOD)	126	192	156	474
Large Print Fiction (LPF)	149	176	60	385
Large Print Nonfic (LPNF)	6	22	5	33
Magazine (MAG)	769	433	392	1594
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	27	11	1	39
Non-Fiction 100 (NF100)	36	41	24	101
Non-Fiction 200 (NF200)	38	32	18	88
Non-Fiction 300 (NF300)	113	133	83	329
Non-Fiction 400 (NF400)	6	8	2	16
Non-Fiction 500 (NF500)	60	58	9	127
Non-Fiction 600 (NF600)	319	269	142	730
Non-Fiction 700 (NF700)	144	122	65	331
Non-Fiction 800 (NF800)	15	37	7	59
Non-Fiction 900 (NF900)	92	88	30	210
Non-Fiction DVD (NFDVD)	31	84	68	183
Nonfiction (NFIC)	1	1	0	2
Nonfiction New (NFNEW)	129	183	100	412

Nonfiction VHS (NFVH)	23	69	17	109
Oversize (OVER)	0	1	0	1
Professional Coll. (PROF)	0	0	0	0
Parent Shelf Juv. Fic (PJF)	0	0	0	0
Parent Shelf Juv. NF (PSJNF)	6	0	0	6
Reference (REF)	74	77	45	196
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	11	42	7	60
Software (SWAR)	64	100	71	235
Vertical File (VF)	1	5	2	8
VHS	309	289	292	890
YA Audio book (YAUDB)	2	14	3	19
YA Biography (YAB)	1	5	2	8
YA Books on CD (YABKCD)	0	0	3	3
YA Books on Tape (YABKT)	0	0	0	0
YA Fiction (YAF)	140	207	208	555
YA Nonfiction (YANF)	21	31	42	94
YA Paperback Fic (YAPBF)	40	1	2	43
Storage (ZSTO)	12	0	0	12
				0
Free reads	337	347	185	869
Games/Puzzles	0	15	0	15
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	10897	12893	7915	31705

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2221	1985	1276	5482
Nonfiction	1233	1289	591	3113
CHILDREN'S BOOKS				
Fiction	1888	2159	1327	5374
Nonfiction	544	849	528	1921
YA BOOKS				
Fiction	180	254	213	647
Nonfiction	22	36	44	102
Magazines, Adult	769	433	392	1594
Magazines, Children	39	24	37	100
Sound Recordings, adult	598	736	374	1708
Sound Recordings, ch	70	68	87	225
Online databases	0	0	0	0
Software	64	100	71	235
Vertical file	1	5	2	8
VHS/DVD	1753	2726	1837	6316
Equipment	35	94	98	227
Total	9417	10758	6877	27052

A-V Circulation	2485	3630	2369	8484
A-V Circulation as % of total	26.4%	33.7%	34.4%	31.4%

September 2008

DEMOTTE	
Added	Withdrew
Vols.	Vols.

RENSSELAER		
Added	Withdrew	Circu-
Vols.	Vols.	lation

WHEATFIELD		
Added	Withdrew	Circulation
Vols.	Vols.	

**Total
Circ.**

Fiction	72	2	2,221	48	229	1,985	72	0	1,276	5,482
Nonfiction	61	3	1,233	56	44	1,289	47	4	591	3,113

Fiction	84	2	1,888	89	19	2,159	58	0	1,327	5,374
Nonfiction	48	4	544	20	10	849	108	0	528	1,921

Fiction	23	0	180	18	1	254	8	0	213	647
Nonfiction	1	0	22	3	0	36	4	0	44	102

Magazines,Adult	769	433	392	1,594
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Magazines, Child	39	24	37	100
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Games, Toys	0
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Sound Rec/Adult	23	0	598	36	6	736	45	0	374	1.708
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Sound Rec/Child	11	0	70	0	0	68	11	0	87	225
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[illegible]

Software	5	1	64	4	2	100	5	0	71	235
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Vertical Files	0	0	1	0	0	5	0	0	2	8
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VHS/DVD	18	2	1.753	108	40	2.726	34	0	1.837	6.316
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Equipment	35	94	98	227
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TOTAL	346	14	9,417	382	351	10,758	392	4	6,877	27,052
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DEMOTTE

RENSSELAER

WHEATFIELD

Total Materials Owned	64,734	56,895	41,891
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Circulation Increase/Decrease	16.0%	5.4%	27.4%
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[illegible]

MONTHLY SYSTEM STATISTICS

2007

2008

% change

Current month's Circulation	23,726	27,052	14.0%
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Jan. to date circulation	235,291	247,461	5.2%
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DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
					ADULT BOOKS
17,422	17,492	11,533	11,352	11,565	11,637 Fiction
16,932	16,990	18,667	18,679	9,393	9,436 Nonfiction
					CHILDREN'S BKS
12,568	12,650	10,588	10,658	8,622	8,680 Fiction
8,766	8,810	5,618	5,628	4,676	4,784 Nonfiction
					YA BOOKS
2,140	2,163	2,139	2,156	1,726	1,734 Fiction
431	432	672	675	151	155 Nonfiction
					0 Magazines,Adult
					0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,358	2,381	2,865	2,895	2,672	2,717 Sound Rec/Adult
491	502	381	381	502	513 Sound Rec/Child
25	25	16	16	1	1 Online Databases
322	326	375	377	144	149 Software
3	3				Vertical Files
2,825	2,841	3,848	3,916	1,994	2,028 VHS/DVD
119	119	142	142	57	57 Equipment
64,402	64,734	56,864	56,895	41,503	41,891 TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT
September 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	211	46	149	32	335	73	695	151
LOCAL HISTORY								
In person	3	1	13	4	3	1	19	5
Letters written	2	2	9	9	0	0	11	11
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1480	62	2120	88	1038	43	4638	193
Computer software used	183	15	176	15	174	15	533	44
VCR Use	0	0	0	0	0	0	0	0
Microforms	3	0	48	6	0	0	51	7
CD ROM/Online databases	88	7	345	29	159	13	592	49
Typewriter use	0	0	0	0	2	0	2	0
Other equipment used	0	0	0	0	0	0	0	0
OTHER LIBRARY SERVICES USED								
Outreach activities	45	45	2	1	0	0	47	31
Notarized documents	3	1	13	3	1	0	17	4
Meeting Room Use (no. of group)	40	13	47	16	47	16	134	45
Study room use	17	1	25	2	10	1	52	4
Proctoring	1	1	2	1	0	0	3	2
Tax Forms distributed	0	0	0	0	0	0	0	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	50		388		160		598	
WIRELESS USE via patron owned pcs	97		58		85		240	
INTERLIBRARY LOANS								
Requests made for:	46	12	77	19	25	6	148	37
Items rec'd for:	74	37	77	39	45	23	196	98
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7897	8040	4261	20198
				0
Non-resident, paying	1	3	0	4
PLAC card users	0	4	1	5
Reciprocal borrowers	404	350	80	834

PROGRAMS

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		

Programs for all ages	1	6	2	12	1	6	4	24
Children's Programs (0-13)	5	30	17	102	8	48	30	180
Number attending	110		357		361		828	
YA Programs (14-17)	1	6	1	6	0	0	2	12
Number attending	18		14		1		33	
Adult Programs	6	36	2	12	0	0	8	48
Number attending	252		101		36		389	
Senior Citizen Programs	21	126	5	30	1	6	27	162
Number attending	276		76		16		368	
Total Number of Programs	34	204	27	162	10	60	71	426
Total Persons Attending	656		548		414		1618	
Total Attending Same Month Last	1276		648		521		2445	
Total Staff Hours Spent		447		426		250	1123	1108
Total Number of In-House Program	16		23		7		46	
Total Attendance	474		477		222		1173	
Total Number of Outreach Program	18		4		3		25	
Total Attendance	182		71		192		445	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6658	71.3%	7106	66.4%	4326	63.3%	18090	67.3%
Corporate	60	0.6%	39	0.4%	0	0.0%	99	0.4%
Juvenile 0-11	328	3.5%	804	7.5%	384	5.6%	1516	5.6%
Juvenile-AV	824	8.8%	834	7.8%	952	13.9%	2610	9.7%
Nonresident No Fee	45	0.5%	190	1.8%	65	1.0%	300	1.1%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	419	4.5%	210	2.0%	92	1.3%	721	2.7%
Reciprocal Juvenile	0	0.0%	13	0.1%	0	0.0%	13	0.0%
Reciprocal Juvenile AV	11	0.1%	113	1.1%	0	0.0%	124	0.5%
Reciprocal YA	4	0.0%	0	0.0%	0	0.0%	4	0.0%
Reciprocal YA AV	15	0.2%	9	0.1%	6	0.1%	30	0.1%
School	0	0.0%	25	0.2%	0	0.0%	25	0.1%
School AV	0	0.0%	4	0.0%	0	0.0%	4	0.0%
St. Joseph College	0	0.0%	94	0.9%	0	0.0%	94	0.3%
Staff	558	6.0%	693	6.5%	661	9.7%	1912	7.1%
Walking books	112	1.2%	101	0.9%	0	0.0%	213	0.8%
YA 12-17	98	1.0%	57	0.5%	44	0.6%	199	3.4%
YA-AV	211	2.3%	404	3.8%	302	4.4%	917	3.4%
Total	9343		10696		6832		26871	

All items borrowed by nonresidents

494 5.3%

658 6.2%

163 2.4%

1315 4.9%

**Salary Ordinance 2008
Updated 10/13/08**

Name	Classification	Present Hrly Wage	Start Date	Hrs Worked	Library
Beth Reasoner	Library Assistant II	\$11.50	9/12/08	35	D
Annette Lilly	Public Service Clerk	\$8.38	9/15/08	18	R
Sue Tobias	Human Resources Specialist	\$13.73	10/16/08	32	R

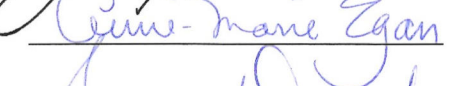
We have hired Beth Reasoner to replace Kathleen Kristoff who resigned her position due to family obligations.

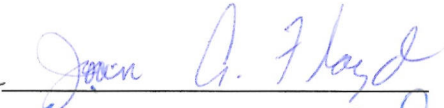
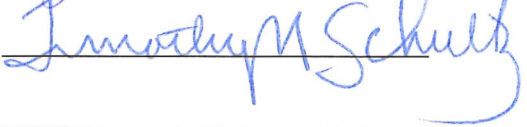
We have hired Annette Lilly to replace Nancy Phillips who was promoted to Children's Assistant II.

We have promoted Sue Tobias to Human Resources Specialist III and added 3 hours to her position effective 10/16/08. After 2 ½ years as Assistant to the Business Manager, she has developed and mastered the skills necessary to assume full responsibility for and manage this area of the business office. She has a bachelor's degree in education and an associate's degree in accounting. Tasks associated with this position include: processing quarterly payroll reports; payroll; enrolling eligible employees in PERF and processing related paperwork; handling COBRA notification procedures; enrolling and dis-enrolling staff in our health insurance plans and fielding staff questions; processing FMLA notices and forms; and familiarity with Great-West Retirement Fund annuity (application process and withholding payments).

We have examined and approved the changes to the 2008 Jasper County Public Library Salary Ordinance. Dated 10/13/08





Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 13th DAY OF October, 2008.

NAY

AYE

Mari Anne Layler
Wendy Marie Egan
Jody Miller
Susan Deardoff
Joan A. Floyd
Timothy M. Schult

ATTEST:

Jody Miller
Secretary of the Jasper County Public Library Board

Computer and Typewriter Use Policy

The library provides computers which allow access to a variety of electronic resources, including research resources, productivity software, children's games, the Internet, and the library catalog. These computers are available for use by all patrons. Children unable to work independently must be accompanied by an individual who is able to work independently and can quietly assist them.

Patrons are welcome to use their personal laptops and other personal computing devices in the library. Patrons may connect personal equipment only to the wireless network, or to ports designated for such use. If necessary, patrons may plug their devices into a library electrical power source so long as they do not pose a safety hazard for others. All patrons using the Internet, wired or wireless, are subject to the terms of the library's Internet Use Policy.

The library staff can provide limited assistance in computer use.

Headphones are available for use. The volume of audio programs must be kept low enough that other patrons are not disturbed.

There is no charge for printing from the library catalog. All other printing costs 10 cents per printed page.

Multi-Use Computer time limits:

To promote equitable access to the Internet, the library utilizes time management software for all designated Multi-Use computers. To access these computers, JCPL library patrons must use his or her own library card number; guests may receive a temporary number from circulation desk staff. Time limits vary by library branch.

All other patron computer time limits:

Time limits vary by library branch.

Staff may also take other measures to manage computer use time including (but not restricted to) reserving computers for individuals or groups with specific needs.

Only games currently installed on the children's computers may be played; staff cannot install other games, even those in our circulating collection.

~~Although drinks may be consumed in the library in approved containers, drinks are not allowed near library computers.~~

Covered drinks are allowed near library computers.

The library also provides typewriters for patron use in the library.

No abuse of equipment or software will be tolerated. Loss or damage to the computers, peripheral equipment or library software will be paid for by the patron.

Library staff has the right to restrict usage for those persons who do not use the equipment responsibly, do not abide by the regulations of the library, and/or do not abide by the specific rules for use of the computers.

JCPL assumes no liability for any loss or damage to users' data or devices, nor for any personal damage or injury incurred as a result of using JCPL's computing resources. This includes damage or injury sustained from invasions of the user's privacy.

8/06; revised 10/08

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, October 6, 2008, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

Additional Appropriation Hearing

Adjournment

JCPL FINANCIAL STATEMENT

F1

September 30, 2008

	Beginning 2008 Balance	Current Month Disbursements	Y-T-D Disbursements	Current Month Receipts	Y-T-D Receipts	Ending Balance
Operating Fund	\$634,059.71	\$137,542.36	\$1,282,989.42	\$5,127.71	\$737,795.29	\$88,865.58
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$0.00	\$120.00	\$30.00	\$60.00	\$30.00
Gift Fund	\$7,476.70	\$1,211.79	\$8,296.13	\$136.40	\$8,133.79	\$7,314.36
DeMotte	\$2,752.56	\$155.93	\$1,711.62	\$71.40	\$947.40	\$1,988.34
Rensselaer	\$3,147.64	\$696.97	\$5,658.86	\$65.00	\$5,815.83	\$3,304.61
Wheatfield	\$1,576.50	\$358.89	\$925.65	\$0.00	\$1,370.56	\$2,021.41
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$329.58	\$5,215.66	\$185,256.28
Includes Investments of:						
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$490,554.60	\$0.00	\$119,339.39	(\$107,142.71)
Includes Investments of:	\$0.00					
Rainy Day Fund	\$127,794.00	\$5,158.24	\$34,327.30	\$0.00	\$109,997.82	\$203,464.52
Includes Investments of:	\$0.00					
State Technology Fund G	\$7,711.97	\$880.00	\$8,900.00	\$0.00	\$0.00	(\$1,188.03)
Capital Projects Fund	\$295,416.57	\$99.88	\$8,564.33	\$770.90	\$105,153.71	\$392,005.95
Includes Investments of:	\$0.00					
Post/Hospitality Fund	\$0.00	\$173.50	\$563.50	\$173.50	\$563.50	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.70	\$4.38	\$4.38
Construction Fund	\$24,523.21	\$5,848.62	\$10,849.46	\$285.28	\$176,037.46	\$189,711.21
Includes Investments of:	\$0.00					
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$6,060.98	\$52,238.04	\$6,060.98	\$52,238.04	\$0.00
FICA Tax Collected	\$0.00	\$5,894.69	\$52,164.44	\$5,894.69	\$52,164.44	\$0.00
State Tax Collected	\$2,435.82	\$2,921.46	\$23,993.48	\$2,766.09	\$24,323.75	\$2,766.09
County Tax Collected	\$1,809.13	\$2,156.45	\$17,677.35	\$2,005.72	\$17,873.99	\$2,005.77
Deferred Comp.	\$0.00	\$2,420.00	\$21,780.00	\$2,420.00	\$21,780.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$1,934.05	\$19,589.88	\$1,934.07	\$19,589.88	\$0.00
Employee Life Insur.	\$1.00	\$136.80	\$1,233.20	\$136.80	\$1,232.20	\$0.00
Employee P.E.R.F.	\$5,882.32	\$0.00	\$18,253.03	\$2,122.96	\$18,820.26	\$6,449.55
Garnishments	\$0.00	\$0.00	\$315.12	\$0.00	\$315.12	\$0.00
Credit Union	\$0.00	\$2,627.67	\$24,651.96	\$2,627.67	\$24,651.96	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$175,066.49	\$2,077,061.24	\$32,823.05	\$1,495,290.64	\$969,752.95

Bank Balances
Jasper County Public Library
Report as of: 9/30/2008

	<i>Bank</i>	
1	Alliance Bank	\$583,493.72
2	Demotte State Bank	\$11,081.74
3	Alliance Bank-LIRF Acct	\$185,256.28
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$189,711.21
7	Rens. Banking Ctr CD#400040231	\$0.00
8	Rens. Banking Ctr CD#400040232	\$0.00
9	Rens. Banking Ctr CD#400040233	\$0.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00
	<i>Total all banks =</i>	<i>\$969,752.95</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 9/1/2008 To 9/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES AND WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,381.86	\$38,404.59	\$13,281.41	74.3
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$70,286.97	\$626,072.59	\$231,051.41	73.0
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,319.26	\$37,001.44	\$20,642.56	64.2
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$5,894.69	\$52,164.44	\$18,523.56	73.8
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$0.00	\$3,458.28	\$2,126.72	61.9
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$0.00	\$45,542.66	\$18,205.34	71.4
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$4,546.83	\$49,319.42	\$40,416.58	55.0
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$89,429.61	\$851,963.42	\$344,247.58	71.2
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$0.00	\$495.66	\$454.34	52.2
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$696.54	\$7,521.05	\$2,478.95	75.2
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$0.00	\$4,036.96	\$713.04	85.0
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$276.82	\$3,450.04	\$1,857.96	65.0
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$55.19	\$718.19	\$31.81	95.8
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$36.10	\$163.90	18.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$18.32	\$385.45	(\$85.45)	128.5
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$1,761.30	\$8,272.78	\$4,787.82	63.3
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$7.37	\$85.66	\$64.34	57.1
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$2,815.54	\$25,001.89	\$11,016.71	69.4
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$5,930.79	\$9,311.74	(\$6,811.74)	372.5
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$2,034.00	\$8,925.00	\$294.50	\$5,954.50	\$2,970.50	66.7
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$380.55	\$3,123.81	(\$823.81)	135.8
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$3,519.07	\$480.93	88.0
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$1,358.63	\$14,619.18	\$3,780.82	79.5
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$408.90	\$3,663.28	\$6,358.72	36.6
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$155.09	\$752.48	\$1,247.52	37.6
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$0.00	\$2,730.00	\$27,870.00	8.9
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$266.97	\$491.79	\$408.21	54.6
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$710.76	\$89.24	88.8
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$205.00	\$50.00	80.4
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$10,206.00	\$22,834.00	\$2,695.00	89.4
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$360.90	\$23,838.40	\$21,161.60	53.0
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$6,587.40	\$48,565.06	\$13,434.94	78.3
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$70.25	\$820.60	\$199.40	80.5
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$322.39	\$3,296.40	\$763.60	81.2
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$2,383.07	\$36,864.22	\$14,912.78	71.2
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$58.00	\$642.00	8.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$199.60	\$40.40	83.2
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$0.00	\$2,076.99	\$235.01	89.8
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$0.00	\$500.29	\$10.65	97.9
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$233.39	\$333.39	\$55.89	\$358.16	(\$24.77)	107.4
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$2,683.61	\$60,283.14	\$5,911.86	91.1
Subtotal	\$368,046.00	\$2,453.33	\$370,499.33	\$31,474.89	\$244,776.47	\$125,722.86	66.1
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$0.00	\$2,382.04	\$9,203.96	20.6
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$8,717.80	\$95,518.86	\$59,931.51	61.4
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$887.50	\$17,301.12	\$2,878.88	85.7
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$4,217.02	\$46,045.62	\$30,342.42	60.3
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$13,822.32	\$161,247.64	\$102,356.77	61.2
Grand Total	\$1,847,483.00	\$18,850.34	\$1,866,333.34	\$137,542.36	\$1,282,989.42	\$583,343.92	68.7

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 151 RAINY DAY FUND

Jasper County Public Library

Report Date: From 9/1/2008 To 9/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3. Other Services and Charges							
3.14 OTHER PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$5,158.24	\$7,294.24	(\$7,294.24)	0.0
3.61 BUILDING & STRUCTURES	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.0
3.93 TAXES & ASSESSMENTS	\$0.00	\$18,441.06	\$18,441.06	\$0.00	\$18,441.06	\$0.00	100.0
Subtotal	\$40,000.00	\$18,441.06	\$58,441.06	\$5,158.24	\$25,735.30	\$32,705.76	44.0
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Subtotal	\$10,000.00		\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Grand Total	\$50,000.00	\$18,441.06	\$68,441.06	\$5,158.24	\$25,735.30	\$42,705.76	37.6

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 160 CAPITAL PROJECTS FUND

Jasper County Public Library

Report Date: From 9/1/2008 To 9/30/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3. Other Services and Charges							
3.14 OTHER PROFESSIONAL SERVICES	\$3,035.00	\$0.00	\$3,035.00	\$0.00	\$0.00	\$3,035.00	0.0
3.26 NETWORKING	\$900.00	\$0.00	\$900.00	\$0.00	\$930.00	(\$30.00)	103.3
3.98 MAINTENANCE/SERVICE CONTRACTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$3,935.00		\$3,935.00	\$0.00	\$930.00	\$3,005.00	23.6
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$38,174.00	\$0.00	\$38,174.00	\$99.88	\$7,634.33	\$30,539.67	20.0
4.53 NONPRINTED MATERIALS	\$4,891.00	\$0.00	\$4,891.00	\$0.00	\$0.00	\$4,891.00	0.0
Subtotal	\$43,065.00		\$43,065.00	\$99.88	\$7,634.33	\$35,430.67	17.7
Grand Total	\$47,000.00	\$0.00	\$47,000.00	\$99.88	\$8,564.33	\$38,435.67	18.2

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
6/6/2008	100 OPERATING FUND	3.14 OTHER PROFESSIONAL SERVICES	\$2,034.00	Reimbursement LSTA Self Check Grant A/P #165 A/R #295 Receipt #176
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
5/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$79.95	Refund/Reimbursement A/P #394- Minter
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$20.00	Refund/Reimbursement Gena Maze A/P #478
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$25.95	Refund/Reimbursement Margaret Agnew A/P #492 Receipt #248
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$18.00	Refund/Reimbursement Laura Odle A/P #649
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.99	Refund/Reimbursement Paula Mestrovich A/P #617 DVD Returned
8/11/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$15.99	Refund/Reimbursement Willis Cox A/P #722 Lost Book
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07
5/12/2008	151 RAINY DAY FUND	3.93 TAXES & ASSESSMENTS	\$18,441.06	Refund - A/P #177 Treas of JC, A/R #66

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$18,850.34
151	\$18,441.06

Voucher List**Jasper County Public Library****Report Date: From 9/1/2008 To 9/30/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27520	760	A.M. Best Company, Inc.	9/8/2008	Best's Insurance Rating Guide	\$455.85
27521	761	ACE HARDWARE	9/8/2008	Woodworking/Paint Supply-Oliver K.Woodman character, wire hooks, Household sprayer, keys, Bolts,railing repair materials	\$114.00
27522	762	AFFORDABLE ALTERNATIVES	9/8/2008	2 day loan \$1/day fine labels	\$47.30
27523	763	AMERICAN LIB. ASSOCIATION	9/8/2008	Copyright sliders	\$15.93
27524	764	ALLIED WASTE SERVICES #71	9/8/2008	September Trash Pick-up, Wh. Lib.	\$54.24
27525	765	BAKER & DANIELS, LLP	9/8/2008	Legal Assistance w/personnel matters, 7/7-7/31/08	\$5,930.79
27526	766	BAKER & TAYLOR	9/8/2008	Books, Gift Books, AV, Continuations	\$7,796.25
27527	767	BAKER & TAYLOR ENTERTAIN	9/8/2008	DVD's	\$200.33
27528	768	BLOOMFIELD CORPORATION	9/8/2008	Repaired faulty wire from AC Compressor to IT room-Wh. Lib.	\$294.84
27529	769	BLUETARP FINANCIAL, INC	9/8/2008	Durabond	\$4.59
27530	770	BOOKPAGE	9/8/2008	Subscription 10/1/08-9/30/09	\$384.00
27531	771	BRIDGET TUOHY-HELMS	9/8/2008	Reimbursement for book returned	\$5.95
27532	772	BUENHOGAR	9/8/2008	Subscription 9/1/08-8/31/09	\$18.00
27533	773	CAPITAL ONE BANK (USA), NA	9/8/2008	Meeting Expenses: Books2Bridges, DVD, Bracelet Prog supplies, Home Sound System, Aargh! Tech. Support	\$948.66
27534	774	CATHERINE KLAUS	9/8/2008	Reimbursement for book returned	\$11.99
27535	775	CENTRAL STATES SALES CO	9/8/2008	Ceiling Bulbs for Dm & Wh	\$74.00
27536	776	CIRCLE R ELECTRIC, INC.	9/8/2008	Outdoor Light Fixture over Staff Entry & Installation	\$259.60
27537	777	CULLIGAN OF KOUTS	9/8/2008	Water Cooler Rental-Sep (Wh. Lib)	\$9.95
27538	778	DEMCO	9/8/2008	Norbond Liquid Plastic, Classification Labels, Clear Tape	\$47.81
27539	779	ELIZABETH HERNANDEZ	9/8/2008	Reimbursement of CD returned	\$10.00
27540	780	EMILY DURAN	9/8/2008	Mileage: Geneology Wksp	\$119.34
27541	781	EDUCATION NETWORKS OF A	9/8/2008	Internet Connection & Traffic Prioritization-August	\$930.00
27542	782	EVELYN BRISTOL	9/8/2008	DVD's	\$51.81
27543	783	GA FOODS GROUP	9/8/2008	Styrofoam cooler (Cops Night Out), Recycle bags for ILL transport	\$11.37
27544	784	FASE'S WATER TREATMENT	9/8/2008	Redout-4 bags - DeM. Lib.	\$48.00
27545	785	FACTS ON FILE	9/8/2008	Science online, Health reference center (1 yr subscription(7/1/08-6/30/09))	\$1,522.50
27546	786	GAIL JUNG	9/8/2008	SDD Luncheon paid to John DeVries, mileage	\$173.74
27547	787	GALE	9/8/2008	Books	\$276.92
27548	788	HAINES & COMPANY, INC.	9/8/2008	Directories	\$988.50
27549	789	H.L. MOHLER & ASSOCIATES	9/8/2008	Professional Services - preparation of Roofing specs	\$5,158.24
27550	790	HERITAGE MICROFILM	9/8/2008	Access Newspaperarchive Pro OnLine Subsc.,8/6/08- 9/15/09	\$1,000.00
27551	791	HERITAGE OFFICE PRODUCT	9/8/2008	Sandy & Nickole's name tags	\$21.00
27552	792	BRENDA THOMPSON	9/8/2008	Mileage: Boardmeeting, Mgmt mtg, Copier Presentation, Dept Head Mtg	\$86.58
27553	793	INDIANA INSURANCE COMPA	9/8/2008	Semi-Annual Insurance Pymt, Bldg & Worker's Comp, 10/16/08-4/16/09	\$10,206.00
27554	794	INDIANA LIBRARY FEDERATIO	9/8/2008	Insurance & Benefits Wksp: Stringfellow, Jung, Tobias	\$125.00
27555	795	INGRAM	9/8/2008	Paperbacks	\$13.45
27556	796	INSPIRATIONAL DISTRIBUTOR	9/8/2008	Christian Books	\$118.22
27557	797	JENNIFER L. DOUTHIT	9/8/2008	Mileage: Management carpool	\$25.74
27558	798	JOSEPH ZELLON	9/8/2008	Mileage: Maintenance work, Courier	\$103.80
27559	799	JOHN DEVRIES	9/8/2008	SDD Luncheon second half of payment	\$148.00
27560	800	KAPER'S BUILDING MATERIAL,	9/8/2008	Building Materials for Oliver Woodman	\$66.28
27561	801	KIRBY RISK CORPORATION	9/8/2008	Ballasts	\$59.40

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27562	802	LINDA POORTENGA	9/8/2008	Milage: Books 2 Bridges, LLN & B2B info Mtg	\$76.05
27563	803	M. LEE SMITH PUBLISHERS LL	9/8/2008	IN Employment Law Subscription, 9/30/08-10/1/09	\$347.00
27564	804	MARLENE BEEDLE	9/8/2008	Mileage: Midwestern Roots Wksp	\$143.91
27565	805	MICHAEL SCHWANKE	9/8/2008	Reimbursement for book return	\$12.95
27566	806	MIDAMERICA BOOKS	9/8/2008	Books	\$329.61
27567	807	MIDWEST TAPE	9/8/2008	DVDs & Soundsafe Audio Cases	\$1,384.91
27568	808	MIKE FEAGANS	9/8/2008	Reimbursement on book returned	\$15.00
27569	809	JEFF RAYBURN	9/8/2008	Rosetta Stone - Italian	\$300.00
27570	810	NORTHWESTERN INDIANA TE	9/8/2008	Local Phones-DeM, September 2008	\$155.75
27571	811	OFFICE DEPOT	9/8/2008	Chairmats (3-Rens)	\$103.92
27572	812	PATTY STRINGFELLOW	9/8/2008	Books to Bridges mtg, Pre bid mtg	\$79.56
27573	813	PHIL & SON, INC.	9/8/2008	Rekey Cylinders into Master Key System & 30 new keys	\$680.70
27574	814	POPULAR SUBSCRIPTION SE	9/8/2008	Magazine Subscriptions: All You Magazine, Backyard Living, Hardo Ideas, Tiger Beat, Antiques & Collecting Magazine, Cooking w/ Paula Deen, Health Magazine, Paper Crafts, Brides Magazine, and Discovery Girl	\$195.46
27575	815	PRECISION CONTROL SYSTE	9/8/2008	3rd Qtr Mtnc-D&R; replaced contactors on chiller compressor-R	\$2,155.98
27576	816	QUILL CORPORATION	9/8/2008	Rubber tape, book taper, invisible tape, stapler, index cards, construction paper, copy paper	\$398.59
27577	817	RELIABLE EXTERMINATORS, I	9/8/2008	Exterior Pest Control Application @ Rens.	\$152.00
27578	818	RENSSELAER REPUBLICAN	9/8/2008	Rens. Rep & KV Post CPF Legal Ads, 8/14/08-8/21/08 & 8/21/08	\$266.97
27579	819	SHOWCASES	9/8/2008	DVD Double Cases	\$153.36
27580	820	THE LIBRARY CORPORATION	9/8/2008	L.S Software License Support 12/08-11/09	\$663.00
27581	821	SUE TOBIAS	9/8/2008	Mileage: Deliver Laptop	\$5.27
27582	822	TESS HAMEL	9/8/2008	Shower Pins for Transport Bags, Green Bags for ILL transport	\$8.98
27583	823	TIM SCHULTZ	9/8/2008	Mileage-Bd Mtg	\$25.74
27590	824	TRUGREEN LIMITED PARTNE	9/8/2008	Sprayed for insects and disease	\$96.00
27585	825	TYSEN'S COUNTRY GROCERY	9/8/2008	Items for Senior Movie Program	\$6.82
27586	826	UNIQUE MANAGEMENT SERVI	9/8/2008	July Initial & Secondary Placements	\$261.61
27587	827	VISION SERVICE PLAN- (IN)	9/8/2008	September Vision Premium-13 participants	\$119.06
27588	828	WAL-MART COMMUNITY BRC	9/8/2008	Flash drive, CD's, Wipes, Weed b Gone, Roundup, Flavor Ice (Cops Night Out), Batteries, DVDs	\$233.38
27589	829	YVONNE DEL VECCHIO	9/8/2008	Frosting Bags & coloring for Adult Program, Prizes	\$17.15
150174	830	CAPITAL ONE BANK (USA), NA	9/8/2008	Roller Coaster Tycoon PC Game (GameStop)-Wh. Construction Fund	\$19.99
150175	831	DEMCO	9/8/2008	Illuminated Sign, Information Stand, Lateral File, Wall Display, Free Standing Foam Letters, Custom Wall/Counter Sign, Countertop Revolving Display, Glass Mtd Sign, Media Cabinet w/ Doors	\$5,828.63
27592	832	ANTHEM BLUE CROSS BLUE S	9/10/2008	Health Insurance Premium -September 2008	\$6,249.03
27593	833	ANTHEM LIFE	9/10/2008	Health Insurance Premium -September 2008	\$81.59
27591	834	TRU-GREEN LIMITED PARTNE	9/8/2008	Early Growth Protection Application	\$103.95
27594	835	EDWARD YOUNG	9/10/2008	Courier Mileage, 8/15/08-8/31/08	\$351.00
27595	836	FIRST TRUST CREDIT UNION	9/10/2008	Direct Deposits-10 September 08 Payroll	\$1,280.97
27596	837	GREAT-WEST RETIREMENT S	9/10/2008	Annuity Savings Withheld from 10 September 08 Payroll	\$1,210.00
0	838	INDIANA DEPARTMENT OF RE	9/19/2008	EFT-State and County Tax Withheld August '08 Ref#49740 Verf Code 35	\$5,077.91
0	839	IRS USA TAXPAYMENT	9/11/2008	FICA & Federal Taxes withheld from 10 September 08 Payroll - Ref #00853950	\$8,813.14
27597	840	TOWN OF DEMOTTE	9/10/2008	DeMotte Lib. Sewer Services-July 2008	\$68.42
27598	841	TOWN OF WHEATFIELD SEW.	9/10/2008	Wh. Lib. Sewer Services, September 2008	\$56.65
0	842	DEMOTTE STATE BANK	9/8/2008	Deposit Slips-Wh. Library (Automatic debit)	\$8.00
27599	843	BIERMA HARDWARE, INC.	9/8/2008	Hardware, extension cord, spray paint, mounting tape, etc.	\$16.49
27600	844	BRENT HOFFMAN	9/8/2008	Lawn Mowing, August 2008, Rens, DeM, Wh.	\$280.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27601	845	GOODWIN FIRE EQUIPMENT, I	9/8/2008	Fire Extinguisher training & supplies, 9/5/08 (Staff Develop Day)	\$294.50
27602	846	OFFICE DEPOT	9/8/2008	Chairmats ((2-Wh, 1 TS) & Security Envelopes	\$186.24
0	847	PAYROLL	9/10/2008	PAYROLL	\$39,144.60
27603	848	S & S WORLDWIDE, INC	9/8/2008	Constr Paper, Banner, children's paint brushes, etc.-Rens. Ch. Prog.	\$59.40
27604	849	CHICAGO TRIBUNE	9/8/2008	DeM. Newspaper Subsc, 9/15/08-3/15/09	\$116.54
27605	850	EMBARQ	9/8/2008	Rens Local Phones-September 2008	\$141.24
27606	851	INDIANA LIBRARY FEDERATIO	9/8/2008	CYPD - late registration, Beth Reasoner	\$185.00
0	852	PAYROLL	9/25/2008	PAYROLL	\$39,843.49
27607	853	AFLAC	9/25/2008	Supplemental Insurance Premium - September 2008	\$168.00
27608	854	CITY OF RENSSELAER	9/25/2008	Rensselaer Lib. Utilities, 8/8/08-9/8/08	\$2,642.55
27609	855	EDWARD YOUNG	9/25/2008	Courier Mileage b/w branches 9/01-9/15/08	\$315.90
27610	856	EMBARQ	9/25/2008	Telephone Local - Wheatfield Lib. Sep 2008	\$64.62
27611	857	EMBARQ COMMUNICATIONS I	9/25/2008	Long Distance Service, DeM & Wh. Lib., 8/8-9/6/08	\$18.94
27612	858	FIRST TRUST CREDIT UNION	9/25/2008	Withheld from 25 SEP 08 Payroll - Direct Deposit	\$1,346.70
27613	859	GREAT-WEST RETIREMENT S	9/25/2008	Annuity (Deferred Comp Plan), 8 participants, Withheld from 25 SEP 08 Payroll	\$1,210.00
0	860	IRS USA TAXPAYMENT	9/26/2008	Federal & FICA withheld from 25 SEP 08 Payroll, Ref #00000768	\$9,037.22
27614	861	NIPSCO	9/25/2008	DeM (8/7-9/8/08) & Wh (8/1-8/29/08) Utilities	\$4,519.08
Total Amount of Claims					\$175,066.49

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, October 01, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$175,066.49

Date this 13 day of October, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

September 30, 2008

	THIS MONTH	YEAR-TO-DATE	TOTAL RECEIPTS THIS MONTH	TOTAL RECEIPTS YEAR-TO-DATE
FINES & FEES:			\$3,476.89	\$27,982.63
DeMotte	\$942.34	\$8,646.84		
Rensselaer	\$1,468.79	\$11,728.53		
Wheatfield	\$1,065.76	\$7,607.26		
PHOTOCOPIES:			\$778.06	\$6,423.32
DeMotte	\$249.50	\$2,373.75		
Rensselaer	\$320.66	\$2,508.11		
Wheatfield	\$207.90	\$1,541.46		
INTEREST:			\$812.51	\$14,010.56
Checking/Repurchase/Savings/CD's	\$812.51	\$14,010.56		
TAXES:			\$0.00	\$676,683.41
Property Tax	\$0.00	\$343,839.27		
License Excise Tax	\$0.00	\$59,609.14		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$247,537.50		
Local Option/Property Tax Repl.	\$0.00	\$25,697.50		
TAXABLE SALES:-----			\$10.25	\$42.05
REFUNDS:			\$50.00	\$12,653.32
Rebates/Refund	\$0.00	\$865.99		
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33		
Meeting Room Rental	\$50.00	\$450.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$2,034.00		
Interfund Transfer	\$0.00	\$8,592.00		
Miscellaneous Receipts	\$0.00	\$300.00		
TOTAL OPERATING FUND RECEIPTS:-----			\$5,127.71	\$737,795.29
PLAC FUND:-----			\$30.00	\$60.00
GIFT FUNDS:			\$136.40	\$8,133.79
DeMotte	\$71.40	\$947.40		
Rensselaer	\$65.00	\$5,815.83		
Wheatfield	\$0.00	\$1,370.56		
LIB. IMPROV. RESERVE FUND: (Interest)-----			\$329.58	\$5,215.66
BOND & INTEREST REDEMPTION FUND:			\$0.00	\$119,339.39
Property Tax	\$0.00	\$108,430.64		
License Excise Tax	\$0.00	\$10,908.75		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND:			\$0.00	\$109,997.82
Special CAGIT Distribution	\$0.00	\$108,132.68		
Interest Earned	\$0.00	\$1,865.14		
STATE TECHNOLOGY FUND GRANT FUND:-----			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$770.90	\$105,153.71
Interest Earned	\$770.90	\$8,462.32		
Property Tax	\$0.00	\$81,609.68		
License Excise Tax	\$0.00	\$15,081.71		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:-----			\$173.50	\$563.50
LEVY EXCESS FUND:-----			\$0.00	\$0.00
SALES TAX:-----			\$0.70	\$4.38
CONSTRUCTION FUND:			\$285.28	\$176,037.46
Int. Earned(Chkg,CD's,Escrow)	\$285.28	\$1,230.36		
Interfund Transfer	\$0.00	\$174,807.10		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1)-----			\$6,854.07	\$1,262,301.00

WITHHOLDING ACCOUNT FUNDS:

			\$25,968.98	\$232,989.64
FIT Tax Collected	\$6,060.98	\$52,238.04		
FICA Collected	\$5,894.69	\$52,164.44		
State Tax Collected	\$2,766.09	\$24,323.75		
County Tax Collected	\$2,005.72	\$17,873.99		
Deferred Comp Plan	\$2,420.00	\$21,780.00		
Pre-tax Insurance Plans	\$1,934.07	\$19,589.88		
Life Insurance	\$136.80	\$1,232.20		
PERF	\$2,122.96	\$18,820.26		
Garnishments	\$0.00	\$315.12		
Credit Union	\$2,627.67	\$24,651.96		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$32,823.05	\$1,495,290.64

Voucher List**Jasper County Public Library****Report Date: From 10/1/2008 To 10/13/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27615	862	ACCESS INTERACTIVE LLC	10/13/2008	Cymphonix (filtering) Network Composer & 3 yr. subscription, 100 Licenses	\$4,453.00
27616	863	ACE HARDWARE	10/13/2008	Weather Radio-Wheatfield; Picture hanging materials	\$48.60
27617	864	ACP DIRECT	10/13/2008	Toner/Laser/Inkjet Cartridges	\$368.29
27618	865	ALCO DISCOUNT STORE #290	10/13/2008	Candles, Kid's paint for crafts	\$8.94
27619	866	ANGELA BARTON	10/13/2008	Carpooling Mileage-CYPD Conference	\$25.74
27620	867	AUDIO EDITIONS	10/13/2008	Body Sufing Replacement Tape	\$8.00
27621	868	BAKER & TAYLOR	10/13/2008	Books, Gift Books, Continuations, A-V	\$11,607.27
27622	869	BAKER & TAYLOR ENTERTAIN	10/13/2008	DVD	\$18.45
27623	870	BARNES & NOBLE	10/13/2008	Books, A-V	\$211.68
27624	871	BORDERS	10/13/2008	Books, DVDs, Audiobooks	\$623.11
27625	872	BOYCE FORMS/SYSTEMS	10/13/2008	Payroll Checks	\$287.23
27626	873	BRENDA THOMPSON	10/13/2008	Mileage: Counterparts, Mgmt, Dept Heads, Bks 2 Bridge, Board Mtgs	\$153.88
27627	874	BRENT HOFFMAN	10/13/2008	DeM, Rens, Whtfld Lawn Mowing, September 2008	\$275.00
27628	875	CAPITAL ONE BANK (USA), NA	10/13/2008	Books, DVDs, Meeting expenses, CPYD Hotel/Parking, ch. Crafts, Door handle hardware, Furniture slides, Domain Name Registration, Dazzle Recorder credit, sales tax credit.	\$3,226.67
27629	876	CARDINAL OFFICE PRODUCT	10/13/2008	Sharp AR-M207 Copier & Lanier LN425C Copier - DeM. Library	\$7,726.00
27630	877	CAROLYNN DeVRIES	10/13/2008	Mileage: Supplies Trip	\$26.91
27631	878	CENTRAL STATES SALES CO	10/13/2008	Outdoor Bulbs	\$188.60
27632	879	CHESTER TECHNOLOGIES	10/13/2008	Okidata Toner Cartridges, Belt, Fuser	\$1,036.00
27633	880	CIRCLE R ELECTRIC, INC.	10/13/2008	Changed Pole Lights, ballasts, installed motion detectors & flood fixture-WWh. Lib.	\$483.72
27634	881	CULLIGAN OF KOUTS	10/13/2008	6-Bottled Water & Oct. Rental -Wh. Lib.	\$44.45
27635	882	DAN LeMONNIER	10/13/2008	Books 2 Bridge Region Program, It's All Greek to Me!, 10/25/08	\$350.00
27636	883	DIANA KOOY	10/13/2008	Mileage: Bank Deposits, TV purchase/camera trip, Mgmt Meeting	\$93.02
27637	884	DIANE OPOLSKI	10/13/2008	Mileage: Bank Deposits, Homepage Mtg. (1/4-8/21/08)	\$39.66
27638	885	EMBARQ	10/13/2008	Local Phones @ Rens, Oct 2008	\$139.68
27639	886	EMILY DURAN	10/13/2008	AV Shopping Trip Mileage	\$67.86
27640	887	EDUCATION NETWORKS OF A	10/13/2008	Internet Access, Sep 2008	\$930.00
27641	888	EVELYN BRISTOL	10/13/2008	Ch. Craft Supplies, Book, CD, Mileage:Mgmt, Marketing, CYPD, etc.	\$290.35
27642	889	FLEX-PAC INC	10/13/2008	Jumbo TP, Paper Towels, M-Fold Towels, Kleenex	\$711.24
27643	890	GALE	10/13/2008	Books, & Small Business Sourcebook Series	\$731.58
27644	891	GA FOODS GROUP	10/13/2008	Counterparts Mtg. Expenses	\$29.42
27645	892	GAIL JUNG	10/13/2008	Mileage: Bd Meeting, ILF Legislative Mtg.	\$146.25
27646	893	H.L. MOHLER & ASSOCIATES	10/13/2008	Prof Services: Roofing Project Bid Review; Boiler Spec Prep Work	\$2,710.00
27647	894	HIGHSMITH CO. INC.	10/13/2008	Magazine Binders	\$74.16
27648	895	INCOLSA	10/13/2008	Heritage Quest OnLine, 11/1/08-10/31/09	\$642.00
27649	896	INDIANA DEPT. OF WORKFOR	10/13/2008	3rd Qtr 2008 Unemployment Insurance	\$489.34
27650	897	ILF ANNUAL CONFERENCE	10/13/2008	10 Registrations-ILF Annual Conference, Nov 2008	\$1,381.50
27651	898	INSPIRATIONAL DISTRIBUTOR	10/13/2008	Christian Books	\$82.84
27652	899	JASPER COUNTY HOSPITAL	10/13/2008	Water Testing-DeM Lib.	\$17.00
27653	900	JENNIFER L. DOUTHIT	10/13/2008	Mileage: SDD, Long-Range Pre-planning Mtg.	\$106.47
27654	901	JOSEPH ZELLON	10/13/2008	Sep Mileage: Mtnce, Courier Service	\$105.30
27655	902	JULIE MYERS	10/13/2008	2 Books Found - Reimbursement for returned items	\$7.94

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27656	903	JUNIOR LIBRARY GUILD	10/13/2008	Book Subscription-1 yr: Primary Spanish & Graphic Novels MS/HS level	\$318.00
27657	904	KANKAKEE VALLEY POST NE	10/13/2008	Newspaper Subscription-DeM. Lib 11/28/08-11/27/09	\$47.00
27658	905	KIRBY RISK CORPORATION	10/13/2008	Sm. Ceiling Light Sockets, 3' Fluorescent Tubes, Outdoor Pole Light Bulbs	\$214.08
27659	906	KONE, INC.	10/13/2008	Qtly Elevator Mtnce, 10/1/08-12/31/08	\$437.40
27660	907	LIBRARY VIDEO COMPANY	10/13/2008	DVDs	\$46.85
27661	908	LINDA POORTENGA	10/13/2008	2009 Desk Planner, Dragonfly Prog Supply; Mileage: Book2Bridge. Long Range Pre-planning, Lifelong Learning Network Meetings	\$222.54
27662	909	McCALL'S QUILTING	10/13/2008	2 yr Subscription M/J2009-A/M2011	\$36.98
27663	910	MELISSA J. WIDNER	10/13/2008	Volunteer Appreciation Supplies	\$14.34
27664	911	MEMORY MAKERS	10/13/2008	Subscription, 2 yr -Rens. Lib. (9/08-8/10)	\$19.96
27665	912	MIDWEST TAPE	10/13/2008	DVDs	\$153.92
27666	913	NANETTE SPEACHT	10/13/2008	Grey's Anatomy Series DVD	\$36.99
27667	914	NORTHWESTERN INDIANA TE	10/13/2008	Local Phones-DeM. October 2008	\$165.18
27668	915	PATTY STRINGFELLOW	10/13/2008	Mileage: SDD, Lifelong Learning Network, Board Mtg, Long-Range Pre-Planning Mtg. & expenses	\$201.51
27669	916	PBS	10/13/2008	DVDs	\$195.81
27670	917	INDIANA STATE LIBRARY	10/13/2008	PLAC Card Sales, 3rd Qtr 2008	\$30.00
27671	918	PUBLIC EMPLOYEES' RETIRE	10/13/2008	3rd Qtr PERF Payment	\$22,530.60
27672	919	POPULAR SUBSCRIPTION SE	10/13/2008	Booklist (2 copy)-DeM, Bookmarks-Rens Magazine Subscriptions	\$203.70
27673	920	PREMIER WASTE & RECYCLIN	10/13/2008	Trash Pickup, DeM. Lib. 10/1/08-12/31/08	\$150.00
27674	921	QUILL CORPORATION	10/13/2008	Copy Paper, Tape, Fax Cartridges, Self-Stick notes, binders, labels, markers, envelopes, pens, correction pens/tape, calculator ribbon	\$742.02
27675	922	RACHAEL CAVINDER	10/13/2008	Mileage:Mgmt, Marketing, Bank Deposits	\$43.87
27676	923	RACO INDUSTRIES	10/13/2008	Cable for QS6000 Keyboard	\$42.35
27677	924	RECORDED BOOKS, LLC	10/13/2008	Audiobook Replacement	\$6.95
27678	925	REGENT BOOK CO., INC.	10/13/2008	BH&G Kitchen & Bath Ideas (Sep/Oct) issue-Whtfld	\$13.03
27679	926	ROEING CORPORATION	10/13/2008	Qtly Billing-1st Installment on Contract dated 7/23/08 less payment on 6/3/08 Contract.	\$3,750.00
27680	927	SCHOLASTIC LIBRARY PUBLIS	10/13/2008	USA States Series, Country Series	\$769.60
27681	928	SUE TOBIAS	10/13/2008	Mileage: Bank Deposits, Post Office (9/11-10/2)	\$9.07
27682	929	TESS HAMEL	10/13/2008	Fall Festival Supplies-Rens ch.	\$29.98
27683	930	TOWN OF WHEATFIELD SEW	10/10/2008	Sewer Service- Wh. Lib., Oct 2008	\$56.65
27684	931	TRUGREEN LIMITED PARTNE	10/13/2008	Crabapple Application-DeM. Lib.	\$40.95
27685	932	TYSEN'S FAMILY FOOD CENT	10/13/2008	Marketing Supplies (Cops Nite Out, Sandhill Crane Festival); Wh. Storytime Program expenses	\$13.57
27686	933	TYSEN'S COUNTRY GROCERY	10/13/2008	DeM. Ch. Program Supplies	\$18.12
27687	934	ULINE	10/13/2008	CD Cases	\$204.90
27688	935	UNIQUE MANAGEMENT SERVI	10/13/2008	Initial & Secondary Placements, August 2008	\$313.83
27689	936	VISION SERVICE PLAN- (IN)	10/13/2008	Insurance Premium Due- October 2008, 15 participants	\$145.34
27690	937	WAL-MART COMMUNITY BRC	10/13/2008	Works Bowl Cleaner, Books, DVDs, Gardening Supplies, Pocket Dividers	\$990.04
27691	938	WICK'S AIR FILTER SERVICE, I	10/13/2008	Air Handler Filters-D & R	\$374.09
27692	939	YVONNE DEL VECCHIO	10/13/2008	Stamp & Stamp Pad, DeM. Lib.; Mileage: Walking Bks, Oak Grove Sign-up, Deliver Community Connection, Oliver Deliveries	\$58.23
27693	940	DUMAS, WEIST & MAHNESMIT	10/13/2008	Legal Consultations: Roofing Project (7/7-10/7/08)	\$743.75
150176	941	DELL MARKETING L.P.	10/13/2008	Dell PC & Monitor (Games Computer)- Wh. Building Project	\$1,247.32
150177	942	CAPITAL ONE BANK (USA), NA	10/13/2008	PC Game for Game Computer (GameStop)- Wh. Bldg Project	\$90.94
27694	943	ALLIED WASTE SERVICES #71	10/10/2008	October Trash Pick-up, Wh. Lib.	\$53.67
27695	944	ANTHEM BLUE CROSS BLUE S	10/10/2008	Health Insurance Premium -October '08	\$7,990.11

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27696	945	ANTHEM LIFE	10/10/2008	Health Insurance Premium -October 2008	\$81.59
27697	946	EDWARD YOUNG	10/10/2008	Courier Mileage b/w branches 9/16/08-9/30/08	\$351.00
27698	947	FIRST TRUST CREDIT UNION	10/10/2008	Deposits w/held from October 10, 08 Payroll - 5 participants	\$1,386.62
27699	948	GREAT-WEST RETIREMENT S	10/10/2008	Annuity pymts w/held from payroll Oct 10, 2008 - 8 Participants	\$1,210.00
27700	951	OED OFFICE OF ENERGY & D	10/10/2008	3rd Qtr Pymt PFEED Loan of 2002	\$2,402.97
27701	952	TOWN OF DEMOTTE	10/10/2008	DeMotte Lib. Sewer Services-August 2008	\$68.42
Total Amount of Claims					\$88,240.99

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, October 08, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$88,240.99

Date this 13th day of October, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

NOV.

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, November 10, 2008, 7pm
DeMotte Public Library

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of October Board Meeting
Bills/Financial Reports
Salary Ordinance Update (R 7)
Policy Review (R 10 & R 15)

General Business

DeMotte Annual Report (R 25)
2009 Slate of Officers (R 25)
Advance Tax Draw (R 25)
Health Insurance (R 25-R 26)
Year-End Board Meeting (R 26)

Information
Information
Action
Action
Action

Director's Report (R 25-R 30)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

October 13, 2008
Rensselaer Library

Present: Susan Deardorff, Timothy Schultz, Anne-Marie Egan, Mari Anne Sayler, Joan Floyd, Jody Melton, Patricia Stringfellow, Brenda Thompson, Gail Jung.

Absent: Natalie Waling

Agenda & Consent Agenda Approval: The Consent Agenda was amended to include the minutes from the September 24th Special Board Meeting and the October 6th Special Board Meeting/Additional Appropriation Hearing on a motion by J. Melton seconded by J. Floyd. J. Melton moved, seconded by J. Floyd, to approve the Agenda and amended Consent Agenda items; namely, the minutes of the September Board Meetings & October 6th Minutes/Hearing, monthly bills and financial reports, Salary Ordinance Update, Reference Policy, and revisions to the Computer & Typewriter Use Policy. Motion passed unanimously.

Additional Appropriation: The board approved and signed the resolution for an additional appropriation in the amount of \$155,000: \$30,000 for LIRF and \$125,000 for Rainy Day Fund on a motion by J. Floyd. Motion was seconded by J. Melton. Vote was unanimous. A Certified Copy of the Additional Appropriation will be submitted to DLGF for final approval immediately. DLGF must respond within 15 days to approve or disapprove.

DeMotte & Rensselaer Roof Bids: The bids on the roofs for each library came in far above the projected estimates. Because the bids exceeded \$150,000, it will be necessary to rebid, incorporating the Common Wage Hearing. J. Melton moved, seconded by J. Floyd, to reject all of the bids. Motion passed unanimously.

Our attorney, Kent Mahnesmith, will make the necessary contacts to arrange for a Common Wage Hearing as soon as possible. The board authorized P. Stringfellow, library director, to appoint a library representative and a taxpayer representative to attend the hearing once the date has been set on a motion by M. Sayler. Motion seconded by J. Melton.

M. Sayler moved, seconded by A-M Egan, to advertise to seek bids for the DeMotte roof and incorporate the Common Wage Hearing. Motion passed. The library will advertise as soon as possible. A contract must be signed before the end of 2008 in order to encumber unused 2008 appropriated LIRF and Rainy Day funds and the additional appropriation.

A letter will be sent to all bidders informing them that the library is rejecting all bids in order for the library to comply with the statutory requirements to establish a common construction wage, and to seek new bids based on said common wage.

Harry Mohler, architect, provided a tentative time line to advertise for bids on Oct 30th and Nov 6th, and open bids on Nov 20, 2008. Attorney K. Mahnesmith will be consulted as to proper procedure and timeline to follow in consideration of the common wage hearing requirements. After reviewing the bids, H. Mohler offered some alternatives to cut the cost of the project by reducing the insulation on the roof panels from 4" to 2" (R40 to R19) that will save \$15,000, and limit the areas for the ice and water shield underlayment for a savings of approximately

\$10,000. The board opted not to make any changes in the specifications for the DeMotte roof. Mr. Mohler stated the specs will require that the roof work not begin before March 15, 2009 and bidders will need to specify how many days to complete.

DeMotte Boilers: H. Mohler has prepared the quotes to replace the current boilers. The DeMotte Library has two boilers, only one of which is operable. The board determined it was prudent to get quotes for two rather than one boiler. T. Schultz moved, seconded by J. Melton, to seek quotes for the two boilers. Motion was unanimous. Quotes for three boiler types, the Weil McLain Ultra 310, Lochinvar KBN 285, and Lochinvar KBN399, will be specified. RFQ's will be sent out on Tuesday, October 14th, to three businesses and quotes shall be opened at a special board meeting to be held on Wednesday, October 28th, at 4:00 PM. Board members who expect to be in attendance are A-M Egan, S. Deardorff, M. Sayler, and possibly N. Waling or J. Melton.

Advanced Tax Draw: Property Tax bills have been sent out according to the County Treasurer. In an effort to receive any property tax monies collected as they become available, J. Melton, made a motion that we request an advanced draw of property taxes collected payable 30 days after submitting the signed resolution. A-M Egan seconded the motion. All were in favor.

2009 Slate of Officers: The Nominating Committee will meet before the November Meeting to prepare a slate of officers for next year. Officers may only serve 2 consecutive years in the same position. Committee members are A-M Egan, chairperson, J. Melton, and M. Sayler.

Director's Report: The position of Assistant to Business Manager has been changed to HR Specialist to more reflect the duties of that position. PERF did not require a board resolution to initiate the change in title.

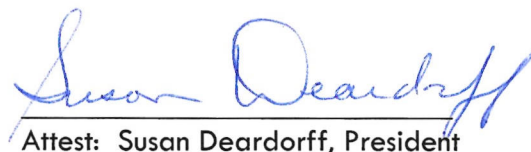
Staff Development Day was a resounding success, the best yet according to staff.

The Rensselaer Library carpet is experiencing rippling and seam separation in many areas of the library. Quality Floors will be pressing and re-gluing these areas. The carpet in the workroom, however, is delaminating (carpet and pad separating). Quality Floors are filing a claim with Mohawk, the manufacturer, on the library's behalf. It is likely the workroom carpet may need to be replaced. A Mohawk rep will inspect the workroom carpet due to our claim.

We are approaching the end of our current five-year strategic plan that ends 2009. P. Stringfellow has initiated pre-planning meetings with the librarians to do some brainstorming for the development of our next five-year (2010-2014) Plan. The meetings have been held off-site and are very energizing.

Adjournment: With no further matters for discussion J. Melton moved to adjourn at 8:22 PM.


Jody Melton, Secretary


Attest: Susan Deardorff, President

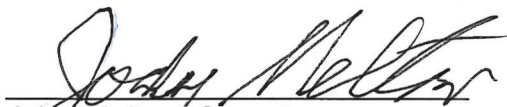
Minutes.....October 28, 2008
Special Meeting of the Jasper County Public Library Board 4:00pm
Rensselaer Library

Present: Jody Melton, Sue Deardorff, Natalie Waling, Mari Anne Sayler, Patty Stringfellow, Gail Jung, Harry Mohler
Absent: Tim Schultz, Joan Floyd

Opening of Quotes: Three quotes for boiler replacement at the DeMotte Library were requested and received from Bloomfield Mechanical, Hamstra's, and Precision Control. Bloomfield provided the lowest base bids for Bid #1 Weil McLain 310 at \$20,200; Bid #2 Lochinvar 285 for \$19,150; and \$27,250 for Bid #3 Lochinvar 399. An addendum to include glycol and labor was included in Hamstra's and Precision Control quote but was not included in the Bloomfield quote because it had been submitted prior to the addendum. H. Mohler contacted Bloomfield and they quoted the cost for the addendum at \$3,680 which was added to their quote.

On a motion by J. Melton, seconded by A-M Egan, the board awarded the project to Bloomfield Mechanical, accepting their Bid #3 plus the cost of labor and materials to replace the glycol as amended by the architect. Motion was unanimous. H. Mohler will contact all parties of the board's decision and draw up a contract. K. Mahnesmith will review before the library signs the contract.

With no further business to discuss, the meeting was adjourned at 4:28 PM on a motion by M. Sayler, seconded by N. Waling.


Jody Melton, Secretary


Attest: Sue Deardorff, President

CIRCULATION BY HOLDINGS CODE
October 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	0	0	0	0
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	25	3	4	32
Award Winning non-fiction (DAWNF)	1	0	0	1
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	62	6	0	68
Books on CD (DBKCD)	136	8	3	147
Books on Tape (DBKT)	25	2	2	29
Compact Disc (DCD)	368	18	5	391
Digital Audiobooks (DDA)	11	0	0	11
DVD (DDVD)	1393	12	9	1414
Equipment (DEQP)	69	0	0	69
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	58	0	0	58
Fiction (DFIC)	887	40	39	966
Fiction Fantasy (DFICF)	20	2	3	25
Fiction Mystery (DFICM)	110	2	0	112
Fiction New (DFICNEW)	531	31	5	567
Fiction Science Fiction (DFICSF)	6	0	0	6
Fiction Western (DFICW)	15	0	0	15
Genealogy (DGENE)	22	0	0	22
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	0	0	0	0
Hanging Bags (DHANG)	16	0	0	16
ILL (DILL)	37	0	0	37
Internet (DINTER)	1518	0	0	1518
Juv. Audio book (DJAUDB)	13	1	1	15
Juv. Biography (DJBIO)	53	0	1	54
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	34	3	0	37
Juvenile Easy (DJE)	749	10	6	765
Juv. Easy Non-fiction (DJENF)	90	0	0	90
Juv. Easy Reader (DJER)	455	3	3	461
Juv. Fiction (DJFIC)	384	15	14	413
Juv. Holiday books (DJHOL)	48	1	0	49
Juv. Magazine (DJMAG)	36	0	0	36
Juv. Music Cassette (DJMC)	0	0	0	0
Juv. Nonfiction (DJNF)	506	12	16	534
Juv. Nonfic Text Bk (DJNFTB)	0	0	0	0
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	0	0	0	0

Juv. Toddler (DJTOD)	139	2	1	142
Large Print Fiction (DLPF)	119	0	0	119
Large Print Nonfic (DLPNF)	10	0	0	10
Magazine (DMAG)	757	2	5	764
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	23	7	0	30
Nonfiction 100 (DNF100)	52	2	1	55
Nonfiction 200 (DNF200)	45	0	4	49
Nonfiction 300 (DNF300)	141	7	10	158
Nonfiction 400 (DNF400)	5	0	1	6
Nonfiction 500 (DNF500)	17	0	0	17
Nonfiction 600 (DNF600)	249	9	1	259
Nonfiction 700 (DNF700)	97	2	3	102
Nonfiction 800 (DNF800)	16	1	0	17
Nonfiction 900 (DNF900)	72	0	4	76
Nonfiction DVD (DNFDVD)	40	1	1	42
Nonfiction (DNFIC)	2	0	0	2
Nonfiction New (DNFNEW)	121	10	2	133
Nonfiction VHS (DNFVHS)	28	2	0	30
Oversize (DOVER)	1	0	0	1
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	4	0	2	6
Reference (DREF)	0	0	0	0
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	11	0	0	11
Software (DSWAR)	60	0	2	62
Vertical File (DVF)	2	0	0	2
VHS (DVHS)	290	2	2	294
YA Audio book (DYAUDB)	6	1	1	8
YA Biography (DYAB)	1	0	0	1
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	174	5	8	187
YA Nonfiction (DYANF)	10	0	1	11
YA Paperback Fic (DYAPBF)	48	4	1	53
Storage (DZSTO)	5	1	0	6
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	11	49	0	60
Books on CD (RBKCD)	8	193	3	204
Books on Tape (RBKT)	7	52	3	62
Compact Disc (RCD)	5	528	4	537
Digital Audiobooks (RDA)	0	7	0	7
DVD (RDVD)	18	2863	8	2889
Equipment (REQP)	0	103	0	103
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	27	0	27
Fiction (RFIC)	29	884	19	932

Fiction New (RFICNEW)	14	406	13	433
Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	1	0	1
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	32	0	32
Hanging Bag (RHANG)	0	17	1	18
ILL (RILL)	0	69	0	69
Internet (RINTER)	0	2513	0	2513
Juv. Audio book (RJAUDB)	0	24	2	26
Juv. Biography (RJBIO)	0	72	2	74
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	0	0	0
Juv. Compact Disc (RJCD)	1	37	2	40
Juvenile Easy (RJE)	10	937	3	950
Juv. Easy Non-fiction (RJENF)	0	78	0	78
Juv. Easy Reader (RJER)	9	414	3	426
Juv. Fiction (RJFIC)	16	595	9	620
Juv. Magazine (RJMAG)	0	52	0	52
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	10	689	4	703
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJ TOD)	3	185	0	188
Large Print Fiction (RLPF)	5	120	1	126
Large Print Nonfic (RLPNF)	0	7	0	7
Magazine (RMAG)	2	408	3	413
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	2	26	0	28
Non-Fiction 100 (RNF100)	0	38	0	38
Non-Fiction 200 (RNF200)	2	23	1	26
Non-Fiction 300 (RNF300)	8	105	12	125
Non-Fiction 400 (RNF400)	1	4	2	7
Non-Fiction 500 (RNF500)	2	47	0	49
Non-Fiction 600 (RNF600)	15	233	18	266
Non-Fiction 700 (RNF700)	2	105	1	108
Non-Fiction 800 (RNF800)	0	28	0	28
Non-Fiction 900 (RNF900)	3	73	0	76
Nonfiction DVD (RNFDVD)	0	79	0	79
Nonfiction (RNFIC)	0	3	0	3
Nonfiction new (RNFNEW)	16	180	3	199
Nonfiction VHS (RNFVHS)	1	55	0	56
Oversize (ROVER)	0	0	0	0
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	2	0	2
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	35	0	35
Software (RSWAR)	1	131	0	132
Vertical File (RVF)	0	5	0	5

VHS (RVHS)	6	316	0	322
YA Audio book (RYAUSB)	1	2	0	3
YA Biography (RYAB)	0	3	0	3
YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	0	0	0
YA Fiction (RYAF)	6	204	6	216
YA Nonfiction (RYANF)	2	36	0	38
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	1	0	1
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	7	7	19	33
Books on CD (WBKCD)	8	7	142	157
Books on Tape (WBKT)	5	2	17	24
Compact Disc (WCD)	19	10	255	284
Digital Audiobooks (WDA)	0	0	5	5
DVD (WDVD)	12	15	1506	1533
Equipment (WEQP)	0	0	73	73
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	50	50
Fiction (WFIC)	43	22	551	616
Fiction Fantasy (WFICF)	0	1	8	9
Fiction Mystery (WFICM)	9	7	77	93
Fiction New (WFICNEW)	42	23	372	437
Fiction Science Fiction (WFICSF)	0	0	14	14
Fiction Western (WFICW)	0	0	20	20
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	5	5
Hanging Bags (WHANG)	0	1	16	17
ILL (WILL)	0	1	38	39
Internet (WINTER)	0	0	1056	1056
Juv. Audio book (WJAUSB)	0	0	20	20
Juv. Biography (WJBIO)	1	1	18	20
Juv. Book on CD (WJBKCD)	0	0	0	0
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	1	0	34	35
Juvenile Easy (WJE)	8	12	771	791
Juv. Easy Non-fiction (WJENF)	0	3	75	78
Juv. Easy Reader (WJER)	1	5	394	400
Juv. Fiction (WJFIC)	20	13	362	395
Juv. Magazine (WJMAG)	0	0	75	75
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	8	7	515	530
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	5	5
Juv. Toddler (WJTOD)	2	8	209	219
Large Print Fiction (WLPF)	5	3	75	83
Large Print Nonfic (WLPNF)	1	3	6	10
Magazine (WMAG)	21	1	483	505
Non-Fiction 000 (WNF000)	0	7	10	17

Non-Fiction 100 (WNF100)	1	1	13	15
Non-Fiction 200 (WNF200)	5	0	15	20
Non-Fiction 300 (WNF300)	5	3	67	75
Non-Fiction 400 (WNF400)	2	0	4	6
Non-Fiction 500 (WNF500)	0	0	15	15
Non-Fiction 600 (WNF600)	10	9	180	199
Non-Fiction 700 (WNF700)	3	2	58	63
Non-Fiction 800 (WNF800)	0	0	10	10
Non-Fiction 900 (WNF900)	1	1	29	31
Nonfiction DVD (WNFDVD)	0	0	66	66
Nonfiction (WNFIC)	0	0	1	1
Nonfiction New (WNFNEW)	18	10	73	101
Nonfiction VHS (WNFVHS)	0	0	15	15
Professional Coll. (WPROF)	0	0	2	2
Parent Shelf Juv. Fic (WPJF)	0	0	59	59
Parent Shelf Juv. NF (WPSJNF)	0	0	5	5
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	0	0
Software (WSWAR)	0	1	0	1
Vertical File (WVF)	0	0	0	0
VHS (WVHS)	5	3	290	298
YA Audio book (WYAUDB)	1	3	4	8
YA Biography (WYAB)	0	0	4	4
YA Books on CD (WYABKCD)	1	0	5	6
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	18	14	184	216
YA Nonfiction (WYANF)	0	2	39	41
YA Paperback Fic (WYAPBF)	1	0	0	1
Storage (WZSTO)	7	0	0	7
TOTAL	10730	13531	8698	32959

CIRCULATION BY HOLDINGS CODE
June 2007

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	0	0	0	0
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	25	3	4	32
Award Winning non-fiction (AWNFI)	1	0	0	1
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	80	62	19	161
Books on CD (BKCD)	152	208	148	508
Books on Tape (BKT)	37	56	22	115
Compact Disc (CD)	392	556	264	1212
Digital Audiobooks (DA)	11	7	5	23

DVD (DVD)	1423	2890	1523	5836
Equipment (EQP)	69	103	73	245
See librarian (ERR)	0	0	0	0
Express Book (EXP)	58	27	50	135
Fiction (FIC)	959	946	609	2514
Fiction Fantasy (FICF)	20	3	11	34
Fiction Mystery (FICM)	119	9	77	205
Fiction New (FICNEW)	587	460	390	1437
Fiction Science Fiction (FICSF)	6	0	14	20
Fiction Western (FICW)	15	0	20	35
Genealogy (GENE)	22	0	0	22
Genealogy Mag (GMAG)	0	1	0	1
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	0	32	5	37
Hanging Bags (HANG)	16	18	17	51
ILL (ILL)	37	70	38	145
Internet (INTR)	1518	2513	1056	5087
Juv. Audio book (JAUDB)	13	25	23	61
Juv. Biography (JBIO)	54	73	21	148
Juv. Book on CD (JBCD)	0	0	0	0
Juv. Book on Tape (JBKT)	0	0	0	0
Juv. Compact Disc (JCD)	36	40	36	112
Juvenile Easy (JE)	767	959	780	2506
Juv. Easy Non-Fiction (JENF)	90	81	75	246
Juv. Easy Reader (JER)	465	422	400	1287
Juv. Fiction (JFIC)	420	623	385	1428
Juv. Holiday (JHOL)	48	1	0	49
Juv. Magazine (JMAG)	36	52	75	163
Juv. Music Cassette (JMC)	0	0	0	0
Juv. Nonfiction (JNF)	524	708	535	1767
Juv. Nonfic Text Bk (JNFT)	0	0	0	0
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	0	0	5	5
Juv. Toddler (JTOD)	144	195	210	549
Large Print Fiction (LPF)	129	123	76	328
Large Print Nonfic (LPNF)	11	10	6	27
Magazine (MAG)	780	411	491	1682
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	25	40	10	75
Non-Fiction 100 (NF100)	53	41	14	108
Non-Fiction 200 (NF200)	52	23	20	95
Non-Fiction 300 (NF300)	154	115	89	358
Non-Fiction 400 (NF400)	8	4	7	19
Non-Fiction 500 (NF500)	19	47	15	81
Non-Fiction 600 (NF600)	274	251	199	724
Non-Fiction 700 (NF700)	102	109	62	273
Non-Fiction 800 (NF800)	16	29	10	55
Non-Fiction 900 (NF900)	76	74	33	183
Non-Fiction DVD (NFDVD)	40	80	67	187
Nonfiction (NFIC)	2	3	1	6
Nonfiction New (NFNEW)	155	200	78	433

Nonfiction VHS (NFVH)	29	57	15	101
Oversize (OVER)	1	0	0	1
Professional Coll. (PROF)	0	0	2	2
Parent Shelf Juv. Fic (PJF)	0	0	59	59
Parent Shelf Juv. NF (PSJNF)	4	0	7	11
Reference (REF)	51	70	31	152
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	11	35	0	46
Software (SWAR)	61	132	2	195
Vertical File (VF)	2	5	0	7
VHS	301	321	292	914
YA Audio book (YAADB)	8	6	5	19
YA Biography (YAB)	1	3	4	8
YA Books on CD (YABKCD)	1	0	5	6
YA Books on Tape (YABKT)	0	0	0	0
YA Fiction (YAF)	198	223	198	619
YA Nonfiction (YANF)	12	38	40	90
YA Paperback Fic (YAPBF)	49	4	1	54
Storage (ZSTO)	12	2	0	14
				0
Free reads	400	205	139	744
Games/Puzzles	1	10	0	11
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	11182	13814	8868	33864

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2305	1775	1386	5466
Nonfiction	1149	1183	634	2966
CHILDREN'S BOOKS				
Fiction	1821	2202	1838	5861
Nonfiction	721	863	643	2227
YA BOOKS				
Fiction	247	259	204	710
Nonfiction	13	41	44	98
Magazines, Adult	780	412	491	1683
Magazines, Children	36	52	75	163
Sound Recordings, adult	601	833	449	1883
Sound Recordings, ch	65	83	76	224
Online databases	0	0	0	0
Software	61	132	2	195
Vertical file	2	5	0	7
VHS/DVD	1793	3348	1897	7038
Equipment	69	103	73	245
Total	9663	11291	7812	28766

A-V Circulation	2520	4396	2424	9340
A-V Circulation as % of total	26.1%	38.9%	31.0%	32.5%

DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
XX					
17,492	17,587	11,352	11,413	11,637	11,695
16,990	17,075	18,679	18,772	9,436	9,489
					ADULT BOOKS
					Fiction
					Nonfiction
					CHILDREN'S BKS
12,650	12,711	10,658	10,685	8,680	8,759
8,810	8,873	5,628	5,678	4,784	4,858
					Fiction
					Nonfiction
					YA BOOKS
2,163	2,177	2,156	2,007	1,734	1,745
432	433	675	679	155	156
					Fiction
					Nonfiction
					0 Magazines,Adult
					0 Magazines, Child
0	0	20	20	0	0 Games, Toys
2,381	2,382	2,895	2,906	2,717	2,733
502	508	381	385	513	523
25	25	16	16	1	Sound Rec/Adult
326	326	377	375	149	Sound Rec/Child
3	3				1 Online Databases
2,841	2,874	3,916	3,978	2,028	2,061
119	119	142	142	57	Software
64,734	65,093	56,895	57,056	41,891	42,226
					Vertical Files
					VHS/DVD
					Equipment
					TOTAL
XX					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

October 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	132	29	193	42	295	64	620	134
LOCAL HISTORY								
In person	3	1	9	3	30	9	42	12
Letters written	1	1	6	6	0	0	7	7
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1518	63	2513	105	1056	44	5087	212
Computer software used	204	17	151	13	119	10	474	40
VCR Use	0	0	0	0	2	0	2	0
Microforms	4	1	19	3	0	0	23	3
CD ROM/Online databases	84	7	333	28	71	6	488	41
Typewriter use	0	0	0	0	0	0	0	0
Other equipment used	0	0	1	0	0	0	1	0
OTHER LIBRARY SERVICES USED								
Outreach activities	56	56	5	3	0	0	61	41
Notarized documents	1	0	6	2	0	0	7	2
Meeting Room Use (no. of group)	48	16	51	17	18	6	117	39
Study room use	15	1	24	2	32	3	71	6
Proctoring	5	3	0	0	0	0	5	3
Tax Forms distributed	0	0	0	0	0	0	0	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	53		310		203		566	
WIRELESS USE via patron owned pcs	80		121		54		255	
INTERLIBRARY LOANS								
Requests made for:	51	13	56	14	19	5	126	32
Items rec'd for:	51	26	68	34	31	16	150	75
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	7970	8129	4315	20414
				0
Non-resident, paying	40	1	0	41
PLAC card users	0	4	1	5
Reciprocal borrowers	405	352	82	839

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	2	12	2	12	0	0	4	24
Children's Programs (0-13)	11	66	13	78	11	66	35	210
Number attending	227		424		348		999	
YA Programs (14-17)	5	30	4	24	1	6	10	60
Number attending	315		507		285		1107	
Adult Programs	4	24	4	24	0	0	8	48
Number attending	130		306		37		473	
Senior Citizen Programs	9	54	12	72	2	12	23	138
Number attending	134		178		11		323	
Total Number of Programs	31	186	35	210	14	84	80	480
Total Persons Attending	806		1415		681		2902	
Total Attending Same Month Last `	523		759		541		1823	
Total Staff Hours Spent		418		480		245	1144	1125
Total Number of In-House Program	17		26		9		52	
Total Attendance	334		579		230		1143	
Total Number of Outreach Program	14		9		5		28	
Total Attendance	472		836		451		1759	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6773	70.5%	7055	62.9%	5312	68.3%	19140	66.9%
Corporate	31	0.3%	31	0.3%	0	0.0%	62	0.2%
Juvenile 0-11	424	4.4%	759	6.8%	373	4.8%	1556	5.4%
Juvenile-AV	835	8.7%	1274	11.4%	762	9.8%	2871	10.0%
Nonresident No Fee	22	0.2%	157	1.4%	153	2.0%	332	1.2%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	406	4.2%	270	2.4%	134	1.7%	810	2.8%
Reciprocal Juvenile	5	0.1%	16	0.1%	0	0.0%	21	0.1%
Reciprocal Juvenile AV	55	0.6%	113	1.0%	14	0.2%	182	0.6%
Reciprocal YA	27	0.3%	0	0.0%	0	0.0%	27	0.1%
Reciprocal YA AV	3	0.0%	8	0.1%	0	0.0%	11	0.0%
School	0	0.0%	10	0.1%	0	0.0%	10	0.0%
School AV	0	0.0%	4	0.0%	0	0.0%	4	0.0%
St. Joseph College	0	0.0%	184	1.6%	0	0.0%	184	0.6%
Staff	509	5.3%	774	6.9%	730	9.4%	2013	7.0%
Walking books	102	1.1%	88	0.8%	0	0.0%	190	0.7%
YA 12-17	118	1.2%	45	0.4%	73	0.9%	236	3.4%
YA-AV	303	3.2%	435	3.9%	230	3.0%	968	3.4%
Total	9613		11223		7781		28617	

All items borrowed by nonresidents

518 5.4%

762 6.8%

301 3.9%

1581 5.5%

Salary Ordinance 2008
Updated 11/10/08

Name	Classification	Present Hrly Wage	Start Date	Hrs Worked	Library
Donna Barko	Library Specialist I	\$11.00	10/28/08	35	R

We have hired Donna Barko to replace Tess Hamel who resigned her position due to an upcoming out of state move.

We have examined and approved the changes to the 2008 Jasper County Public Library Salary Ordinance. Dated 11/10/08

Grandma's: Dated 11/15/88

Natalie Waling	Gene-marie Egan
Jody Melton	
Imwily N. Schults	
Joan G. Flayd	

Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 10th DAY OF November, 2008.

NAY

AYE

Natalie Waling
Jody Melton
Imogene W. Schult
Aimee Marie Egan
Joan G. Floyd

ATTEST:

Jody Melton
Secretary of the Jasper County Public Library Board

Meeting Room Policy

Who May Use the Meeting Rooms

The Rensselaer, DeMotte, and Wheatfield libraries have meeting areas available for the purpose of promoting the library's mission to

inform, enrich and empower our diverse community.

The meeting rooms are available for use by area clubs, organizations, committees, individuals and businesses with restrictions on use noted below. The library's programs and meetings shall have first priority for use.

The meeting rooms will be available to groups in the community regardless of the beliefs and affiliations of their individual members.

Meeting rooms may not be used for

- sale or promotion of products or services, except in conjunction with a library program. Names of participants cannot be collected by program presenters for later financial gain. (applies to regular and social use of the room)
- fund-raising functions unless sponsored by the library or a library group

No admission charge may be made for any function held in the library. Membership dues and/or registration fees covering the cost of materials or speakers are acceptable. Tickets may not be sold nor donations or free will offerings taken.

The individual reserving and assuming responsibility for the room must be a resident of the Jasper County Public Library district who is a library card holder in good standing. Exceptions to this requirement will be made for representatives of U.S. or Indiana governmental agencies.

The Board of Trustees reserves the right to make a final decision if questions arise concerning use of the libraries.

Responsibilities of User Group

Use must be confined to the activity for which the facilities were requested. Grounds, furniture, equipment and other property must be properly cared for and returned to a neat and orderly condition following use. Upon leaving the building, meeting room must be securely locked.

Furnishings may not be removed from the meeting area without permission of the building supervisor. Nothing may be attached to or removed from walls, ceiling or floor except on designated bulletin boards or by special permission of the building supervisor.

Open flames (candles, matches, etc.) and red, orange or purple beverages are not permitted in meeting rooms.

Groups using the library's facilities are responsible for the actions of those persons attending their functions and must take full responsibility for loss or damage to any Library property, furnishings, and/or equipment occurring as a result of their group's use of Library property.

The Library shall not be responsible for damage or injury to any person or property occurring as a result of the group's use of the library.

Groups meeting while the library is open for business must maintain a noise level that does not interfere with the normal functioning of the library.

Publicizing Programs

The fact that a group is permitted to meet at the Library does not imply co-sponsorship of the event or Library endorsement of the group or of the ideas presented at the meeting. Publicity for meetings or programs must make this clear.

Room Charges

There is no charge for single or monthly meetings or programs except for private social gatherings. Use of a meeting room is subject to the approval of the Director or Agency Head. The Library Board of Trustees is the sole arbiter of any questions relating to the use of a meeting room.

Donations to the library's gift fund are accepted with pleasure.

The meeting rooms may be rented for private social gatherings. The cost is \$50.00 plus a \$100 security deposit, payable prior to the scheduled event. The security deposit is forfeited if the room is not left in good condition.

Smoking and Drinking

Smoking is not permitted in any part of the library. Use of alcoholic beverages is prohibited on all library property.

Revoking of Meeting Room Privileges

The Library reserves the right to revoke meeting room privileges for any group if it feels the group has not met the conditions stated in this policy.

The Library's Responsibility

The Library is not responsible for items left in the building. No storage facilities are available for meeting room users.

Adopted 1993; revised 11/06

Circulation Policy

Library Cards

No library materials may be borrowed from the JCPL libraries unless the person has a library card in good standing.

Persons who live, work or own property in the JCPL library district, which includes all Jasper County except for Carpenter Township/Remington, are eligible for free Jasper County Public Library cards.

Students attending a public school in the library district are eligible for free JCPL cards with full borrowing privileges. St. Joseph's College students are eligible for free one-year JCPL cards with full borrowing privileges. Persons living outside the library district who regularly volunteer at a JCPL library may be given full borrowing privileges at the discretion of the agency librarian.

Temporary residents displaced from their permanent homes due to natural disasters are eligible for a free family card. They must submit their permanent and temporary addresses, with proof, if available. A family may have only one card and may have only five items checked out at any one time. Card will expire after 90 days but is subject to renewal.

Persons living outside the JCPL district may apply for a free JCPL card with full borrowing privileges as a Reciprocal Borrower upon showing a valid resident library card from a library which participates in the Reciprocal Borrowing Program or upon showing a valid PLAC card. Interlibrary loans must be processed at a patron's home library. Reciprocal cards must be renewed annually.

An annual fee of \$57.64 is assessed for other out-of-county residents who do not own property, attend school or work in Jasper County, but wish to have full library privileges. This fee is the same for children and adults, and is NOT waived for Senior Citizens.

The signature of a parent (biological, foster, step) or legal guardian is required before a borrower's card can be issued to an applicant under the age of 18. Because this signature indicates a willingness to be responsible for a child's borrowed materials, a card will not be issued to a child if the parent or legal guardian's borrowing privileges have been revoked.

A corporation existing within the JCPL district may obtain a card for its employees and/or residents. The corporation then becomes responsible for materials borrowed on its card.

Library cards do have expiration dates. Patrons will be required to pay card balance in full when card is renewed. Balance must return to zero at this time.

Library Hours

DeMotte: Mon, Tues, Th: 9 AM - 8 PM
Wed: 9 AM - 6 PM
Fri, Sat: 9 AM - 5 PM

Rensselaer: Mon-Th: 9 AM - 8 PM
Fri, Sat: 9 AM - 5 PM

Wheatfield: Mon, Wed, Th.: 9:30 AM - 5:30 PM
Tues: 9:30 AM - 8 PM
Fri, Sat: 9 AM - 5 PM

Loan Periods

Circulating computer software:	3 weeks, with no renewal
DVD's and VHS, nonfiction	3 weeks, with no renewal
DVD's and VHS, entertainment:	2 days, with no renewal
Express Books:	1 week, with no renewal
Newspapers	2 days
All other materials:	3 weeks
Equipment for loan:	1 day (longer by special arrangement)
Computer software:	in house use only
VCR:	in house use only

All materials except DVDs, VHS, Express Books and circulating computer software may be renewed for one additional loan period. If an item is on hold for another patron or on short term loan for a period of time, it may not be renewed.

Books may be borrowed for an extended loan period of 6 weeks (with no renewals) by special arrangement. If a patron has an extended loan item which has been in his/her possession longer than 3 weeks, s/he will be expected to return the item within 3 days after notification that the item has a hold request from another patron.

Entertainment DVD's and/or VHS for classroom use may be checked out for a one week loan period.

Loan Limits

VHS/DVDS: 2 entertainment DVDs, 2 entertainment VHS, 2 nonfiction VHS, and 2 nonfiction DVD's per adult card. Only persons 18 years of age and older may borrow videos, with one exception. Persons 17 and under may borrow VHS/DVD's with parental permission.

Loan limits, continued

Circulating computer software: 4 items per borrower's card.

Short term loan materials: On some occasions, materials are put on short term loan so that all students in a class have access to the resources.

CD's: 5 adult cds and 5 jcds per borrower's card.

All other materials: Unlimited loan

Fines and Fees

May only be paid in US currency. Fines will never exceed the original cost of the overdue item, up to a maximum of \$100 per item.

<u>Overdue materials:</u>	Adult Items:	\$.10 per day per item
	Children's room items	\$.05 per day per item
	Express Books & VHS and DVDs:	\$1.00 per day per item
	Vertical file:	\$.10 per vertical file heading per day (up to \$1.00 per heading)
	Overdue materials referred to collection agency:	\$10.00 per borrower plus overdue fines

Equipment Loans: \$2.00 per day; \$10.00 deposit
(exception-LCD projector \$10/day with \$100 deposit) refunded when material is returned undamaged

Lost VHS, DVD, CD or computer software jewel case: \$2.50 per case

Lost audiobook Original retail cost of item plus \$10 processing fee

Lost or damaged pamphlets: \$1.00 per item plus \$1.00 processing fee

Lost or damaged computer software: Original retail cost of item plus \$10.00 processing fee

Lost or damaged computer software

user's guide, notebook: \$5.00 for first item, \$10 for more than 1 item

Lost or damaged magazine: Original retail cost of item plus \$3.00 processing fee

Other lost or damaged materials: Original retail cost of item plus \$5.00 processing fee.

Lost or damaged hanging bag: \$3.00 per item

Lost or damaged bar code \$.10

In cases where the original cost of an item cannot be determined, the patron will be charged the processing fee plus an item cost according to the following schedule:

\$15.00 all hardback books, VHS, DVDs, CDs, lease books

\$5.00 all paperbacks

\$5.00 all magazines

\$1.00 all vertical file items, newspapers, college catalogs

\$25.00 computer software and audiobooks

\$ 5.00 audiobooks (per unit when 1-2 units are missing)

Patrons will be blocked from borrowing materials when overdue fines have accumulated to

\$5.00 or when a borrowed item becomes 8 weeks overdue.

Lost or damaged borrower's card: \$2.00

FAX fees:

Fax of library materials sent by one branch to another at a patron's request:

First 5 pages free; 15 cents for each additional page

Fax of library materials to patron's home or business: 15 cents per page

Photocopy Fees:

Customer-operated copiers

10 cents per single side

20 cents double side

Staff-operated copiers

20 cents single side

40 cents double side

Transparencies:

40 cents each

Printing Fees:

Public Computer Workstations

10 cents per page

Microfilm Workstations

10 cents per page

Items Available For Purchase (selling price will be indicated on the item):

Computer floppy disks purchase:

~~\$.30 each 3 1/2" disk~~

Flash Drives

~~\$18~~

Rewriteable Disks

~~Cost varies dependent upon market price~~

Earbuds

Other Circulation Services

Hold materials: All circulating materials may be held by patrons except VHS, DVD's and Express Books. VHS & DVDs will only be held for teachers using them in educational settings, and for groups needing a video for a particular date. Library staff can also place a reserve for a patron on a video/DVD currently on the shelves of another branch.

Walking books program: Library staff or volunteers will bring books and other library materials to shut-ins who are unable to visit the library.

Intralibrary loan: JCPL staff will attempt to obtain needed resources for patrons from other libraries within the JCPL district.

Interlibrary loan: JCPL staff will attempt to obtain needed resources for patrons from other libraries across the country when necessary. Reciprocal borrowers and PLAC users must request ILL from their home libraries.

Talking books program: A collection of talking books and the equipment with which to use them is available for patrons.

7/96; revised 11/078

JCPL FINANCIAL STATEMENT

F1

October 31, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$163,299.21	\$1,446,288.63	\$4,930.09	\$742,725.38	(\$69,503.54)
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$30.00	\$150.00	\$30.00	\$90.00	\$30.00
Gift Fund	\$7,476.70	\$298.31	\$8,594.44	\$300.00	\$8,433.79	\$7,316.05
DeMotte	\$2,752.56	\$26.42	\$1,738.04	\$0.00	\$947.40	\$1,961.92
Rensselaer	\$3,147.64	\$55.42	\$5,714.28	\$300.00	\$6,115.83	\$3,549.19
Wheatfield	\$1,576.50	\$216.47	\$1,142.12	\$0.00	\$1,370.56	\$1,804.94
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$393.05	\$5,608.71	\$185,649.33
Includes Investments of:						
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$490,554.60	\$0.00	\$119,339.39	(\$107,142.71)
Includes Investments of:	\$0.00					
Rainy Day Fund	\$127,794.00	\$2,710.00	\$37,037.30	\$0.00	\$109,997.82	\$200,754.52
Includes Investments of:	\$0.00					
State Technology Fund G	\$7,711.97	\$880.00	\$9,780.00	\$0.00	\$0.00	(\$2,068.03)
Capital Projects Fund	\$295,416.57	\$4,520.30	\$13,084.63	\$848.99	\$106,002.70	\$388,334.64
Includes Investments of:	\$0.00					
Host/Hospitality Fund	\$0.00	\$0.00	\$563.50	\$0.00	\$563.50	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.56	\$4.94	\$4.94
Construction Fund	\$24,523.21	\$1,338.26	\$12,187.72	\$308.36	\$176,345.82	\$188,681.31
Includes Investments of:	\$0.00					
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$6,358.21	\$58,596.25	\$6,358.21	\$58,596.25	\$0.00
FICA Tax Collected	\$0.00	\$6,119.48	\$58,283.92	\$6,119.48	\$58,283.92	\$0.00
State Tax Collected	\$2,435.82	\$2,766.09	\$26,759.57	\$2,869.07	\$27,192.82	\$2,869.07
County Tax Collected	\$1,809.13	\$2,005.72	\$19,683.07	\$2,068.07	\$19,942.06	\$2,068.12
Deferred Comp.	\$0.00	\$2,495.00	\$24,275.00	\$2,495.00	\$24,275.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$2,148.14	\$21,738.02	\$2,148.14	\$21,738.02	\$0.00
Employee Life Insur.	\$1.00	\$136.80	\$1,370.00	\$136.80	\$1,369.00	\$0.00
Employee P.E.R.F.	\$5,882.32	\$6,449.55	\$24,702.58	\$2,188.07	\$21,008.33	\$2,188.07
Garnishments	\$0.00	\$0.00	\$315.12	\$0.00	\$315.12	\$0.00
Credit Union	\$0.00	\$2,551.71	\$27,203.67	\$2,551.71	\$27,203.67	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$204,106.78	\$2,281,168.02	\$33,745.60	\$1,529,036.24	\$799,391.77

Bank Balances**Jasper County Public Library****Report as of: 10/31/2008**

<i>Bank</i>		
1	Alliance Bank	\$411,351.25
2	Demotte State Bank	\$13,499.88
3	Alliance Bank-LIRF Acct	\$185,649.33
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$188,681.31
7	Rens. Banking Ctr CD#400040231	\$0.00
8	Rens. Banking Ctr CD#400040232	\$0.00
9	Rens. Banking Ctr CD#400040233	\$0.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00
Total all banks =		\$799,391.77

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 10/1/2008 To 10/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES & WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,381.86	\$42,786.45	\$8,899.55	82.8
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$73,212.22	\$699,284.81	\$157,839.19	81.6
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,547.52	\$41,548.96	\$16,095.04	72.1
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$6,119.48	\$58,283.92	\$12,404.08	82.5
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$489.34	\$3,947.62	\$1,637.38	70.7
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$16,081.05	\$61,623.71	\$2,124.29	96.7
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$6,100.10	\$55,419.52	\$34,316.48	61.8
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$110,931.57	\$962,894.99	\$233,316.01	80.5
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$287.23	\$782.89	\$167.11	82.4
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$2,177.30	\$9,698.35	\$301.65	97.0
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$723.54	\$4,760.50	(\$10.50)	100.2
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$457.69	\$3,907.73	\$1,400.27	73.6
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$374.09	\$1,092.28	(\$342.28)	145.6
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$36.10	\$163.90	18.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$37.99	\$423.44	(\$123.44)	141.1
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$572.04	\$8,844.82	\$4,215.78	67.7
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$5.59	\$91.25	\$58.75	60.8
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$4,635.47	\$29,637.36	\$6,381.24	82.3
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$743.75	\$10,055.49	(\$7,555.49)	402.2
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$2,034.00	\$8,925.00	\$17.00	\$5,971.50	\$2,953.50	66.9
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$389.63	\$3,513.44	(\$1,213.44)	152.8
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$3,519.07	\$480.93	88.0
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$2,176.63	\$16,795.81	\$1,604.19	91.3
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$1,814.15	\$5,477.43	\$4,544.57	54.7
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$71.02	\$823.50	\$1,176.50	41.2
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$0.00	\$2,730.00	\$27,870.00	8.9
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$0.00	\$491.79	\$408.21	54.6
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$710.76	\$89.24	88.8
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$205.00	\$50.00	80.4
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$0.00	\$22,834.00	\$2,695.00	89.4
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$1,611.84	\$25,450.24	\$19,549.76	56.6
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$5,788.78	\$54,353.84	\$7,646.16	87.7
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$104.75	\$925.35	\$94.65	90.7
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$474.12	\$3,770.52	\$289.48	92.9
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$3,202.64	\$40,066.86	\$11,710.14	77.4
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$0.00	\$58.00	\$642.00	8.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$209.55	\$30.45	87.3
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$0.00	\$2,076.99	\$235.01	89.8
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$0.00	\$500.29	\$10.65	97.9
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$297.22	\$397.22	\$7.94	\$366.10	\$31.12	92.2
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$4,583.80	\$64,866.94	\$1,328.06	98.0
Subtotal	\$368,046.00	\$2,517.16	\$370,563.16	\$20,996.00	\$265,772.47	\$104,790.69	71.7
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$7,726.00	\$10,108.04	\$1,477.96	87.2
4.51 Books	\$144,000.00	\$11,450.37	\$155,450.37	\$13,707.25	\$109,226.11	\$46,224.26	70.3
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$307.64	\$17,608.76	\$2,571.24	87.3
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$4,995.28	\$51,040.90	\$25,347.14	66.8
Subtotal	\$247,326.00	\$16,278.41	\$263,604.41	\$26,736.17	\$187,983.81	\$75,620.60	71.3
Grand Total	\$1,847,483.00	\$18,914.17	\$1,866,397.17	\$163,299.21	\$1,446,288.63	\$420,108.54	77.5

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 130 LIRF FUND

Jasper County Public Library

Report Date: From 10/1/2008 To 10/31/2008

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>3. Other Services and Charges</i>							
3.61 BUILDING & STRUCTURES	\$50,000.00	\$30,000.00	\$80,000.00	\$0.00	\$0.00	\$80,000.00	0.0
Subtotal	<i>\$50,000.00</i>	<i>\$30,000.00</i>	<i>\$80,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$80,000.00</i>	<i>0.0</i>
Grand Total	<i>\$50,000.00</i>	<i>\$30,000.00</i>	<i>\$80,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$80,000.00</i>	<i>0.0</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 151 RAINY DAY FUND

Jasper County Public Library

Report Date: From 10/1/2008 To 10/31/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>3. Other Services and Charges</i>							
3.14 OTHER PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$2,710.00	\$10,004.24	(\$10,004.24)	0.0
3.61 BUILDING & STRUCTURES	\$40,000.00	\$125,000.00	\$165,000.00	\$0.00	\$0.00	\$165,000.00	0.0
3.93 TAXES & ASSESSMENTS	\$0.00	\$18,441.06	\$18,441.06	\$0.00	\$18,441.06	\$0.00	100.0
Subtotal	\$40,000.00	\$143,441.06	\$183,441.06	\$2,710.00	\$28,445.30	\$154,995.76	15.5
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Subtotal	\$10,000.00		\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Grand Total	\$50,000.00	\$143,441.06	\$193,441.06	\$2,710.00	\$28,445.30	\$164,995.76	14.7

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
6/6/2008	100 OPERATING FUND	3.14 OTHER PROFESSIONAL SERVICES	\$2,034.00	Reimbursement LSTA Self Check Grant A/P #165 A/R #295 Receipt #176
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
5/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$79.95	Refund/Reimbursement A/P #394- Minter
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$25.95	Refund/Reimbursement Margaret Agnew A/P #492 Receipt #248
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$20.00	Refund/Reimbursement Gena Maze A/P #478
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.99	Refund/Reimbursement Paula Mestrovich A/P #617 DVD Returned
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$18.00	Refund/Reimbursement Laura Odle A/P #649
8/11/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$15.99	Refund/Reimbursement Willis Cox A/P #722 Lost Book
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$10.00	Refund/Reimbursement Elizabeth Hernandez A/P #779 CD returned
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$15.00	Refund/Reimbursement Mike Feagans A/P #808 Book Returned
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$12.95	Refund/Reimbursement Michael Schwanke A/P #805 Book Returned
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$11.99	Refund/Reimbursement Catherine Klaus A/P# 774 Book Returned
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$5.95	Refund/Reimbursement Bridget Tuohy-Helms AP#771 Lost Book
10/13/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$7.94	Refund/Reimbursement Julie Myers A/P#902 2 Returned Books
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07
10/20/2008	130 LIRF FUND	3.61 BUILDING & STRUCTURES	\$30,000.00	Additional Appropriation approved by DLGF, 10/20/08
10/20/2008	151 RAINY DAY FUND	3.61 BUILDING & STRUCTURES	\$125,000.00	Additional Appropriation Approved by DLGF 10/20/08
5/12/2008	151 RAINY DAY FUND	3.93 TAXES & ASSESSMENTS	\$18,441.06	Refund - A/P #177 Treas of JC, A/R #66

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
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Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$18,914.17
130	\$30,000.00
151	\$143,441.06

Voucher List

Jasper County Public Library

Report Date: From 10/1/2008 To 10/31/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27615	862	ACCESS INTERACTIVE LLC	10/13/2008	Cymphonix (filtering) Network Composer & 3 yr. subscription, 100 Licenses	\$4,453.00
27616	863	ACE HARDWARE	10/13/2008	Weather Radio-Wheatfield; Picture hanging materials	\$48.60
27617	864	ACP DIRECT	10/13/2008	Toner/Laser/Inkjet Cartridges	\$368.29
27618	865	ALCO DISCOUNT STORE #290	10/13/2008	Candles, Kid's paint for crafts	\$8.94
27619	866	ANGELA BARTON	10/13/2008	Carpooling Mileage-CYPD Conference	\$25.74
27620	867	AUDIO EDITIONS	10/13/2008	Body Sufing Replacement Tape	\$8.00
27621	868	BAKER & TAYLOR	10/13/2008	Books, Gift Books, Continuations, A-V	\$11,607.27
27622	869	BAKER & TAYLOR ENTERTAIN	10/13/2008	DVD	\$18.45
27623	870	BARNES & NOBLE	10/13/2008	Books, A-V	\$211.68
27624	871	BORDERS	10/13/2008	Books, DVDs, Audiobooks	\$623.11
27625	872	BOYCE FORMS/SYSTEMS	10/13/2008	Payroll Checks	\$287.23
27626	873	BRENDA THOMPSON	10/13/2008	Mileage: Counterparts, Mgmt, Dept Heads, Bks 2 Bridge, Board Mtgs	\$153.88
27627	874	BRENT HOFFMAN	10/13/2008	DeM, Rens, Whtfld Lawn Mowing, September 2008	\$275.00
27628	875	CAPITAL ONE BANK (USA), NA	10/13/2008	Books, DVDs, Meeting expenses, CPYD Hotel/Parking, ch. Crafts, Door handle hardware, Furniture slides, Domain Name Registration, Dazzle Recorder credit, sales tax credit.	\$3,226.67
27629	876	CARDINAL OFFICE PRODUCT	10/13/2008	Sharp AR-M207 Copier & Lanier LN425C Copier - DeM. Library	\$7,726.00
27630	877	CAROLYNN DeVRIES	10/13/2008	Mileage: Supplies Trip	\$26.91
27631	878	CENTRAL STATES SALES CO	10/13/2008	Outdoor Bulbs	\$188.60
27632	879	CHESTER TECHNOLOGIES	10/13/2008	Okidata Toner Cartridges, Belt, Fuser	\$1,036.00
27633	880	CIRCLE R ELECTRIC, INC.	10/13/2008	Changed Pole Lights, ballasts, installed motion detectors & flood fixture-WWh. Lib.	\$483.72
27634	881	CULLIGAN OF KOUTS	10/13/2008	6-Bottled Water & Oct. Rental -Wh. Lib.	\$44.45
27635	882	DAN LeMONNIER	10/13/2008	Books 2 Bridge Region Program, It's All Greek to Me!, 10/25/08	\$350.00
27636	883	DIANA KOOY	10/13/2008	Mileage: Bank Deposits, TV purchase/camera trip, Mgmt Meeting	\$93.02
27637	884	DIANE OPOLSKI	10/13/2008	Mileage: Bank Deposits, Homepage Mtg. (1/4-8/21/08)	\$39.66
27638	885	EMBARQ	10/13/2008	Local Phones @ Rens, Oct 2008	\$139.68
27639	886	EMILY DURAN	10/13/2008	AV Shopping Trip Mileage	\$67.86
27640	887	EDUCATION NETWORKS OF A	10/13/2008	Internet Access, Sep 2008	\$930.00
27641	888	EVELYN BRISTOL	10/13/2008	Ch. Craft Supplies, Book, CD, Mileage:Mgmt, Marketing, CYPD, etc.	\$290.35
27642	889	FLEX-PAC INC	10/13/2008	Jumbo TP, Paper Towels, M-Fold Towels, Kleenex	\$711.24
27643	890	GALE	10/13/2008	Books, & Small Business Sourcebook Series	\$731.58
27644	891	GA FOODS GROUP	10/13/2008	Counterparts Mtg. Expenses	\$29.42
27645	892	GAIL JUNG	10/13/2008	Mileage: Bd Meeting, ILF Legislative Mtg.	\$146.25
27646	893	H.L. MOHLER & ASSOCIATES	10/13/2008	Prof Services: Roofing Project Bid Review; Boiler Spec Prep Work	\$2,710.00
27647	894	HIGHSMITH CO. INC.	10/13/2008	Magazine Binders	\$74.16
27648	895	INCOLSA	10/13/2008	Heritage Quest OnLine, 11/1/08-10/31/09	\$642.00
27649	896	INDIANA DEPT. OF WORKFOR	10/13/2008	3rd Qtr 2008 Unemployment Insurance	\$489.34
27650	897	ILF ANNUAL CONFERENCE	10/13/2008	10 Registrations-ILF Annual Conference, Nov 2008	\$1,381.50
27651	898	INSPIRATIONAL DISTRIBUTOR	10/13/2008	Christian Books	\$82.84
27652	899	JASPER COUNTY HOSPITAL	10/13/2008	Water Testing-DeM Lib.	\$17.00
27653	900	JENNIFER L. DOUTHIT	10/13/2008	Mileage: SDD, Long-Range Pre-planning Mtg.	\$106.47
27654	901	JOSEPH ZELLON	10/13/2008	Sep Mileage: Mtnce, Courier Service	\$105.30
27655	902	JULIE MYERS	10/13/2008	2 Books Found - Reimbursement for returned items	\$7.94

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27656	903	JUNIOR LIBRARY GUILD	10/13/2008	Book Subscription-1 yr: Primary Spanish & Graphic Novels MS/HS level	\$318.00
27657	904	KANKAKEE VALLEY POST NE	10/13/2008	Newspaper Subscription-DeM. Lib 11/28/08-11/27/09	\$47.00
27658	905	KIRBY RISK CORPORATION	10/13/2008	Sm. Ceiling Light Sockets, 3' Fluorescent Tubes, Outdoor Pole Light Bulbs	\$214.08
27659	906	KONE, INC.	10/13/2008	Qtly Elevator Mtnc, 10/1/08-12/31/08	\$437.40
27660	907	LIBRARY VIDEO COMPANY	10/13/2008	DVDs	\$46.85
27661	908	LINDA POORTENGA	10/13/2008	2009 Desk Planner, Dragonfly Prog Supply; Mileage: Book2Bridge. Long Range Pre-planning, Lifelong Learning Network Meetings	\$222.54
27662	909	McCALL'S QUILTING	10/13/2008	2 yr Subscription M/J2009-A/M2011	\$36.98
27663	910	MELISSA J. WIDNER	10/13/2008	Volunteer Appreciation Supplies	\$14.34
27664	911	MEMORY MAKERS	10/13/2008	Subscription, 2 yr -Rens. Lib. (9/08-8/10)	\$19.96
27665	912	MIDWEST TAPE	10/13/2008	DVDs	\$153.92
27666	913	NANETTE SPEACHT	10/13/2008	Grey's Anatomy Series DVD	\$36.99
27667	914	NORTHWESTERN INDIANA TE	10/13/2008	Local Phones-DeM. October 2008	\$165.18
27668	915	PATTY STRINGFELLOW	10/13/2008	Mileage: SDD, Lifelong Learning Network, Board Mtg, Long-Range Pre-Planning Mtg. & expenses	\$201.51
27669	916	PBS	10/13/2008	DVDs	\$195.81
27670	917	INDIANA STATE LIBRARY	10/13/2008	PLAC Card Sales, 3rd Qtr 2008	\$30.00
27671	918	PUBLIC EMPLOYEES' RETIRE	10/13/2008	3rd Qtr PERF Payment	\$22,530.60
27672	919	POPULAR SUBSCRIPTION SE	10/13/2008	Booklist (2 copy)-DeM, Bookmarks-Rens Magazine Subscriptions	\$203.70
27673	920	PREMIER WASTE & RECYCLIN	10/13/2008	Trash Pickup, DeM. Lib. 10/1/08-12/31/08	\$150.00
27674	921	QUILL CORPORATION	10/13/2008	Copy Paper, Tape, Fax Cartridges, Self-Stick notes, binders, labels, markers, envelopes, pens, correction pens/tape, calculator ribbon	\$742.02
27675	922	RACHAEL CAVINDER	10/13/2008	Mileage:Mgmt, Marketing, Bank Deposits	\$43.87
27676	923	RACO INDUSTRIES	10/13/2008	Cable for QS6000 Keyboard	\$42.35
27677	924	RECORDED BOOKS, LLC	10/13/2008	Audiobook Replacement	\$6.95
27678	925	REGENT BOOK CO., INC.	10/13/2008	BH&G Kitchen & Bath Ideas (Sep/Oct) issue-Whtfld	\$13.03
27679	926	ROEING CORPORATION	10/13/2008	Qtly Billing-1st Installment on Contract dated 7/23/08 less payment on 6/3/08 Contract.	\$3,750.00
27680	927	SCHOLASTIC LIBRARY PUBLIS	10/13/2008	USA States Series, Country Series	\$769.60
27681	928	SUE TOBIAS	10/13/2008	Mileage: Bank Deposits, Post Office (9/11-10/2)	\$9.07
27682	929	TESS HAMEL	10/13/2008	Fall Festival Supplies-Rens ch.	\$29.98
27683	930	TOWN OF WHEATFIELD SEW	10/10/2008	Sewer Service- Wh. Lib., Oct 2008	\$56.65
27684	931	TRUGREEN LIMITED PARTNE	10/13/2008	Crabapple Application-DeM. Lib.	\$40.95
27685	932	TYSEN'S FAMILY FOOD CENT	10/13/2008	Marketing Supplies (Cops Nite Out, Sandhill Crane Festival); Wh. Storytime Program expenses	\$13.57
27686	933	TYSEN'S COUNTRY GROCERY	10/13/2008	DeM. Ch. Program Supplies	\$18.12
27687	934	ULINE	10/13/2008	CD Cases	\$204.90
27688	935	UNIQUE MANAGEMENT SERVI	10/13/2008	Initial & Secondary Placements, August 2008	\$313.83
27689	936	VISION SERVICE PLAN- (IN)	10/13/2008	Insurance Premium Due- October 2008, 15 participants	\$145.34
27690	937	WAL-MART COMMUNITY BRC	10/13/2008	Works Bowl Cleaner, Books, DVDs, Gardening Supplies, Pocket Dividers	\$990.04
27691	938	WICK'S AIR FILTER SERVICE, I	10/13/2008	Air Handler Filters-D & R	\$374.09
27692	939	YVONNE DEL VECCHIO	10/13/2008	Stamp & Stamp Pad, DeM. Lib.; Mileage: Walking Bks, Oak Grove Sign-up, Deliver Community Connection, Oliver Deliveries	\$58.23
27693	940	DUMAS, WEIST & MAHNESMIT	10/13/2008	Legal Consultations: Roofing Project (7/7-10/7/08)	\$743.75
150176	941	DELL MARKETING L.P.	10/13/2008	Dell PC & Monitor (Games Computer)- Wh. Building Project	\$1,247.32
150177	942	CAPITAL ONE BANK (USA), NA	10/13/2008	PC Game for Game Computer (GameStop)- Wh. Bldg Project	\$90.94
27694	943	ALLIED WASTE SERVICES #71	10/10/2008	October Trash Pick-up, Wh. Lib.	\$53.67
27695	944	ANTHEM BLUE CROSS BLUE S	10/10/2008	Health Insurance Premium -October '08	\$7,990.11

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27696	945	ANTHEM LIFE	10/10/2008	Health Insurance Premium -October 2008	\$81.59
27697	946	EDWARD YOUNG	10/10/2008	Courier Mileage b/w branches 9/16/08-9/30/08	\$351.00
27698	947	FIRST TRUST CREDIT UNION	10/10/2008	Deposits w/held from October 10, 08 Payroll - 5 participants	\$1,386.62
27699	948	GREAT-WEST RETIREMENT S	10/10/2008	Annuity pymts w/held from payroll Oct 10, 2008 - 8 Participants	\$1,210.00
0	949	INDIANA DEPARTMENT OF RE	10/17/2008	EFT-State and County Tax Withheld October '08 Ref#101708 Verf Code 34	\$4,771.81
0	950	IRS USA TAXPAYMENT	10/14/2008	Federal & FICA withheld from 10 OCT 08 Payroll, Ref #00240854	\$9,547.69
27700	951	OED OFFICE OF ENERGY & D	10/10/2008	3rd Qtr Pymt PFEED Loan of 2002	\$2,402.97
27701	952	TOWN OF DEMOTTE	10/10/2008	DeMotte Lib. Sewer Services-August 2008	\$68.42
0	953	PAYROLL	10/10/2008	PAYROLL	\$42,051.81
27702	954	AFLAC	10/24/2008	Supplemental Insurance Premium - October 2008	\$168.00
27703	955	CITY OF RENSSELAER	10/24/2008	Rensselaer Lib. Utilities, 9/9/08-10/08/08	\$2,647.13
27704	956	EDWARD YOUNG	10/24/2008	Courier Mileage b/w branches 10/01/08-10/15/08	\$386.10
27705	957	EMBARQ	10/24/2008	Telephone Local - Wheatfield Lib. Oct 2008	\$64.62
27706	958	EMBARQ COMMUNICATIONS I	10/24/2008	Long Distance Service, DeM & Wh. Lib.9/8/08-10/03/08	\$20.15
27707	959	FIRST TRUST CREDIT UNION	10/24/2008	Deposits w/held from October 24, 08 Payroll - 4 participants	\$1,165.09
27708	960	GREAT-WEST RETIREMENT S	10/24/2008	Annuity pymts w/held from payroll Oct 24, 2008 - 8 Participants	\$1,285.00
0	961	IRS USA TAXPAYMENT	10/24/2008	Federal & FICA withheld from 24 OCT 08 Payroll, Ref #00645790	\$9,049.48
27709	962	NIPSCO	10/24/2008	DeM (9/9/08-10/06/08) & Wh (8/30/08-10/02/08) Utilities	\$4,969.12
0	963	PAYROLL	10/24/2008	PAYROLL	\$40,089.79
27635	964	DAN LeMONNIER	10/30/2008	VOID A/P Voucher #882 & CHECK #027635 for Books To Bridge Region program	(\$350.00)
Total Amount of Claims					\$204,106.78

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, October 31, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$204,106.78

Date this 10 day of November, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Receipt Breakdown

October 31, 2008

F5

			TOTAL RECEIPTS	TOTAL RECEIPTS
	THIS MONTH	YEAR-TO-DATE	THIS MONTH	YEAR-TO-DATE
FINES & FEES:			\$3,438.60	\$31,421.23
DeMotte	\$1,103.61	\$9,750.45		
Rensselaer	\$1,627.79	\$13,356.32		
Wheatfield	\$707.20	\$8,314.46		
PHOTOCOPIES:			\$925.76	\$7,349.08
DeMotte	\$376.10	\$2,749.85		
Rensselaer	\$326.41	\$2,834.52		
Wheatfield	\$223.25	\$1,764.71		
INTEREST:			\$558.19	\$14,568.75
Checking/Repurchase/Savings/CD's	\$558.19	\$14,568.75		
TAXES:			\$0.00	\$676,683.41
Property Tax	\$0.00	\$343,839.27		
License Excise Tax	\$0.00	\$59,609.14		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$0.00	\$247,537.50		
Local Option/Property Tax Repl.	\$0.00	\$25,697.50		
TAXABLE SALES:-			\$7.54	\$49.59
REFUNDS:			\$0.00	\$12,653.32
Rebates/Refund	\$0.00	\$865.99		
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33		
Meeting Room Rental	\$0.00	\$450.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$2,034.00		
Interfund Transfer	\$0.00	\$8,592.00		
Miscellaneous Receipts	\$0.00	\$300.00		
TOTAL OPERATING FUND RECEIPTS:			\$4,930.09	\$742,725.38
PLAC FUND:-			\$30.00	\$90.00
GIFT FUNDS:			\$300.00	\$8,433.79
DeMotte	\$0.00	\$947.40		
Rensselaer	\$300.00	\$6,115.83		
Wheatfield	\$0.00	\$1,370.56		
LIB. IMPROV. RESERVE FUND: (Interest)			\$393.05	\$5,608.71
BOND & INTEREST REDEMPTION FUND:			\$0.00	\$119,339.39
Property Tax	\$0.00	\$108,430.64		
License Excise Tax	\$0.00	\$10,908.75		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND:			\$0.00	\$109,997.82
Special CAGIT Distribution	\$0.00	\$108,132.68		
Interest Earned	\$0.00	\$1,865.14		
STATE TECHNOLOGY FUND GRANT FUND:-			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$848.99	\$106,002.70
Interest Earned	\$848.99	\$9,311.31		
Property Tax	\$0.00	\$81,609.68		
License Excise Tax	\$0.00	\$15,081.71		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:-			\$0.00	\$563.50
LEVY EXCESS FUND:-			\$0.00	\$0.00
SALES TAX:-			\$0.56	\$4.94
CONSTRUCTION FUND:			\$308.36	\$176,345.82
Int. Earned(Chkg.,CD's,Escrow)	\$308.36	\$1,538.72		
Interfund Transfer	\$0.00	\$174,807.10		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1)			\$6,811.05	\$1,269,112.05

WITHHOLDING ACCOUNT FUNDS:

			\$26,934.55	\$259,924.19
FIT Tax Collected	\$6,358.21	\$58,596.25		
FICA Collected	\$6,119.48	\$58,283.92		
State Tax Collected	\$2,869.07	\$27,192.82		
County Tax Collected	\$2,068.07	\$19,942.06		
Deferred Comp Plan	\$2,495.00	\$24,275.00		
Pre-tax Insurance Plans	\$2,148.14	\$21,738.02		
Life Insurance	\$136.80	\$1,369.00		
PERF	\$2,188.07	\$21,008.33		
Garnishments	\$0.00	\$315.12		
Credit Union	\$2,551.71	\$27,203.67		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$33,745.60	\$1,529,036.24

Voucher List**Jasper County Public Library****Report Date: From 11/1/2008 To 11/11/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27710	965	ACE HARDWARE	11/10/2008	Lock on display cab., surge protector, mop handle, nuts, bolts	\$51.33
27711	966	ALCO DISCOUNT STORE #290	11/10/2008	Streamers-DeM Ch. Dept, Misc. hardware for hanging items	\$18.93
27712	967	ALLSOURCE TELECOM, LLC	11/10/2008	Cordless handset, all modular plug, cable	\$386.33
27713	968	ANGELA BARTON	11/10/2008	Mileage: Counterparts mtg, Mgmt mtg, 3rd Thursday Program	\$30.42
27714	969	BAKER & DANIELS, LLP	11/10/2008	Legal Services	\$163.25
27715	970	BAKER & TAYLOR	11/10/2008	Books, Gift Books, Continuations, A-V	\$11,649.96
27716	971	BAKER & TAYLOR ENTERTAIN	11/10/2008	DVD	\$453.61
27717	972	BLUETARP FINANCIAL, INC	11/10/2008	Key Pin Punch	\$3.49
27718	973	BRENDA THOMPSON	11/10/2008	Mileage: Darcy Patterson Prog, Board Mtg, LLN	\$77.22
27719	974	CAPITAL ONE BANK (USA), NA	11/10/2008	Expenses for Cert. Mtg, Consolidation Mtg, Director's Mtg, Combo recorder, Paper Holder, Pull slides and straps	\$308.94
27720	975	CATHY LANE	11/10/2008	Returned Book	\$12.85
27721	976	CENTURION TECHNOLOGIES,	11/10/2008	Cornerstone Security Mtnc, 11/17/08-09	\$126.50
27722	977	CHER WRIGHT	11/10/2008	Public Presentation	\$50.00
27723	978	CHERYL HILLAN	11/10/2008	Book Reimbursement	\$16.95
27724	979	CHESTER TECHNOLOGIES	11/10/2008	Cisco SmartNet Annual Mtnc	\$112.00
27725	980	CLEAN EATING	11/10/2008	Subscription (12 issues)	\$21.97
27726	981	CULLIGAN OF KOUTS	11/10/2008	November Cooler Rental Fee	\$9.95
27727	982	DELL MARKETING L.P.	11/10/2008	GX 280, Desktop motherboard-DeMotte	\$174.99
27728	983	DEMCO	11/10/2008	Vision 2 CD Display Rack (2) Rens, 2 Book Trucks, Book Pockets, Record Cards, Filing Bars, Norbond, Book Jackets, Audio Album, Paper Labels, Oversized Book supports, Label Protectors	\$4,667.60
27729	984	DEX	11/10/2008	Phone Book Advertisement-Nov, Dec, Jan 2008-2009	\$270.75
27730	985	EBSCO PUBLISHING	11/10/2008	Online-Novelist 1 year	\$2,140.00
27731	986	EMILY DURAN	11/10/2008	Mileage: ILL Counterparts	\$25.74
27732	987	EDUCATION NETWORKS OF A	11/10/2008	Internet Access, Oct 2008	\$930.00
27733	988	FASE-KALUF TV & APPLIANCE	11/10/2008	Cordless Telephone Batteries	\$29.98
27734	989	FASE'S WATER TREATMENT	11/10/2008	Redout-6 bags - DeM. Lib.	\$72.00
27735	990	FLEX-PAC INC	11/10/2008	Mop Handle, Kleenex, Duster, Paper Towel, Garbage Liners, Dustmop Handle, Multifold Towels, Glene Glass Cleaner, Rubber Gloves	\$877.57
27736	991	GA FOODS GROUP	11/10/2008	Supplies for 3rd Thursday, Supplies for Book Discussion, Mgmt Mtg	\$71.76
27737	992	GAIL JUNG	11/10/2008	Petty Cash: Postage, 9volt Batteries, Mop O'Cedar	\$56.97
27738	993	GAIL JUNG	11/10/2008	Batteries, Mini dustpan(2), Expenses for Counterparts, Recycling "Green" bags, Mileage: Dlvr Board Packages, Post office, keys, Counterparts mtg, Certification Mtg, Bank	\$224.67
27739	994	GALE	11/10/2008	Books	\$1,768.61
27740	995	GAYLORD BROS.	11/10/2008	Labels, Wiggly Eyes, Tissue Paper, Colored Dots, Spine Labels, Tape, Portable Flannel board	\$132.37
27741	996	GUILDCRAFT	11/10/2008	Tissue Squares, Bucket of Beads, Pegboard	\$41.34
27742	997	INSPIRATIONAL DISTRIBUTOR	11/10/2008	Christian Books	\$76.84
27743	998	INTEGRITY SOFTWARE, INC	11/10/2008	Maintenance Renewal for Windows	\$751.62
27744	999	JENNIFER L. DOUTHIT	11/10/2008	Mileage: Mgmt Mtg	\$12.87
27745	1000	JOSEPH ZELLON	11/10/2008	Mileage: Courior & Maintenance at other branches	\$87.17
27746	1001	KIM DELGER	11/10/2008	Expenses for Circulation Counterparts	\$53.67
27747	1002	KIRBY RISK CORPORATION	11/10/2008	Light Bulbs	\$14.66
27748	1003	LEGAL DIRECTORIES PUBLIS	11/10/2008	2008 Indiana Legal Directory	\$63.75

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27749	1004	LINDA THOMPSON	11/10/2008	Mileage: Reference Counterparts	\$38.03
27750	1005	MIDWEST TAPE	11/10/2008	DVDs	\$146.91
27751	1006	NANCY PHILLIPS	11/10/2008	Expenses for 3rd Thursday, Fish Tank Supplies, DVD	\$63.63
27752	1007	OCLC NETLIBRARY	11/10/2008	Subscription to Audio books 9/1/08-8/31/09	\$3,000.00
27753	1008	PATTY STRINGFELLOW	11/10/2008	Mileage: Director's Mtg, Mgmt Mtg, Branch Visit, Consolidation Focus Group, Branch Visit	\$163.22
27754	1009	PEGGY WOODS	11/10/2008	Mileage: Walmart, Post Office	\$8.02
27755	1010	POPULAR SUBSCRIPTION SE	11/10/2008	Subscriptions to People, Seventeen, Weight Watchers	\$123.67
27756	1011	PRECISION CONTROL SYSTE	11/10/2008	Replaced and Checked return line, secured lines w/ wire, repaired leak coming from ceiling, closed supply lines, replaced valve acuator, found front right condensor fan motor bad, removed & blocked off	\$1,506.00
27757	1012	QUILL CORPORATION	11/10/2008	Shoulder rest, cord detangler, paper, Construction paper, single pockers, envelopes, hanging folders, letter size folders, calendars, planners, paper	\$895.65
27758	1013	RACHAEL CAVINDER	11/10/2008	Mileage: Deposits, Children's Counterparts, Mgmt Mtg	\$47.97
27759	1014	ROEING CORPORATION	11/10/2008	Qty Billing-2nd Installment on Contract	\$5,000.00
27760	1015	ROTARY CLUB of RENSSELAE	11/10/2008	Membership Dues - July/August 2008	\$27.00
27761	1016	SEAWOLF COMMUNICATIONS	11/10/2008	Books	\$251.40
27777	1017	SIMPLEXGRINNELL LP	11/10/2008	Replaced FACP batteries in Fire Alarms	\$280.00
27763	1018	STAPLES	11/10/2008	5 wood book cases	\$289.90
27764	1019	SUE TOBIAS	11/10/2008	Mileage: Deposits, WalMart, Post Office (Mail ILL)	\$10.01
27765	1020	TERRY CURIN	11/10/2008	File cabinet repair	\$35.00
27766	1021	TOWN OF WHEATFIELD SEW	11/10/2008	Sewer Service- Wh. Lib., Nov 2008	\$56.65
27767	1022	TRUGREEN LIMITED PARTNE	11/10/2008	Tree/Shrub Insect Control Application-Rens.	\$96.00
27768	1023	TWIN STATES/KANKAKEE VAL	11/10/2008	Legal Ads for Budget Hearing, and for Roof mtgs	\$151.60
27769	1024	TYSEN'S COUNTRY GROCERY	11/10/2008	Expenses for After School Program and Game Day	\$16.96
27770	1025	TYSEN'S FAMILY FOOD CENT	11/10/2008	Expenses for Afterschool Program and Young adult Storytime	\$35.57
27771	1026	UNIQUE MANAGEMENT SERVI	11/10/2008	Initial & Secondary Placements, September 2008	\$323.70
27772	1027	US WEEKLY	11/10/2008	12 issue subscription to US Weekly	\$51.48
27773	1028	VISION SERVICE PLAN- (IN)	11/10/2008	Insurance Premium Due- November 2008, 16 participants	\$145.34
27774	1029	WAL-MART COMMUNITY BRC	11/10/2008	Flashlight, Batteries, DVDs, CDs, Wipes, Soap, Toilet Cleaner, Air Freshner, Lysol, Tape, Goo Gone, Beads, Glue, Lace, Utility Hook, Prizes, Pencils	\$2,038.64
150178	1030	CAPITAL ONE BANK (USA), NA	11/10/2008	3 Gel Floor Mats	\$630.70
150179	1031	DEMCO	11/10/2008	Book trucks	\$290.49
27775	1032	H.L. MOHLER & ASSOCIATES	11/10/2008	Architect Fees- Roofing projects, Oct 2008	\$2,077.04
27776	1033	NANETTE SPEACHT	11/10/2008	Mileage - Circ Counterparts Mtgs	\$57.33
27778	1034	ALLIED WASTE SERVICES #71	11/10/2008	November Trash Pick-up, Wh. Lib.	\$52.83
27779	1035	ANTHEM BLUE CROSS BLUE S	11/10/2008	Health Insurance Premium -November '08	\$8,114.47
27780	1036	ANTHEM LIFE	11/10/2008	Health Insurance Premium -November 2008	\$85.04
27781	1037	EDWARD YOUNG	11/10/2008	Courier Mileage b/w branches 10/16/08-10/31/08	\$386.10
27782	1038	FIRST TRUST CREDIT UNION	11/10/2008	Deposits w/held from November 10, 08 Payroll - 4 participants	\$1,247.52
27783	1039	GREAT-WEST RETIREMENT S	11/10/2008	Annuity pymts w/held from payroll Nov 10, 2008 - 8 Participants	\$1,285.00
27784	1042	TOWN OF DEMOTTE	11/10/2008	DeMotte Lib. Sewer Services-September 2008	\$68.42
27785	1043	EMBARQ	11/10/2008	Local Phones @ Rens, Nov 2008	\$140.29
0	1044	PAYROLL	11/10/2008	PAYROLL	\$42,036.14
27786	1045	NIPSCO	11/10/2008	Wheatfield Utilities, 10/2-10/31/08	\$1,562.18

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
Total Amount of Claims					\$98,874.53

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, November 07, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$98,874.53

Date this 10th day of November, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

DEC.

AGENDA

Jasper County Public Library Board of Trustees Monthly Meeting
Tuesday, December 30, 2008, 9:00 AM
Rensselaer Library

Purpose

Opening of meeting

Moment of silence

Bills to be allowed

Action

Transfers of funds

Action

Encumbrances

Action

Workshop Request

Action

Adjournment

Voucher List

Jasper County Public Library

Report Date: From 12/11/2008 To 12/31/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27889	1115	ROTARY CLUB of RENSSELAE	12/23/2008	Sep & Oct Dues	\$22.00
0	1144	INDIANA DEPARTMENT OF RE	12/19/2008	State & County Tax w/held NOV 2008, Verif #41, Ref #97157	\$4,857.56
0	1145	IRS USA TAXPAYMENT	12/11/2008	FICA & Federal Taxes w/held 10 DEC 08, Ref #..992920	\$8,704.64
27879	1147	AFLAC	12/23/2008	Supplemental Ins. Premium-December 2008	\$168.00
27880	1148	CITY OF RENSSELAER	12/23/2008	Utilities-Rens Lib, 11/8/08-12/9/08	\$3,622.76
27881	1149	EDWARD YOUNG	12/23/2008	Courier Mileage: 12/1-12/15/08	\$386.10
27882	1150	EMBARQ	12/23/2008	Local Phones-Wheatfield Lib, December	\$64.62
27883	1151	EMBARQ COMMUNICATIONS I	12/23/2008	Long Distance Calls, DeM, Wh. & Rens Lib, 11/11/08-12/4/08	\$80.34
27884	1152	FIRST TRUST CREDIT UNION	12/23/2008	Direct Deposits w/held from 23 DEC 08 Payroll-5 participants	\$1,210.84
27885	1153	GREAT-WEST RETIREMENT S	12/23/2008	Annuity Contributions from 10 DEC 08 Payroll - 8 participants	\$1,285.00
27886	1154	INDIANAPOLIS STAR	12/23/2008	Annual Subscription for Rensselaer pays through 12/30/09	\$236.37
0	1155	IRS USA TAXPAYMENT	12/23/2008	FICA & Federal Taxes w/held 23 DEC 08, Ref #00151642	\$9,219.32
27887	1156	JASPER COUNTY PUBLIC LIBR	12/23/2008	Transfer to LIRF per Board Resolution 12/8/08	\$30,000.00
27888	1157	NIPSCO	12/23/2008	DeM. Library Utilities, 11/6/08-12/8/08	\$3,760.28
0	1158	PAYROLL	12/23/2008	PAYROLL	\$40,992.10
27891	1159	BIERMA HARDWARE, INC.	12/30/2008	Paint Brushes-Wh. Ch. Dept.	\$5.39
27892	1160	RECORDED BOOKS, LLC	12/30/2008	Replacement CD-DeM.	\$6.95
27890	1161	JOURNAL AND COURIER	12/23/2008	DeMotte One-yr subscription (1/9/09-12/31/09)	\$206.18
27893	1162	ACE HARDWARE	12/30/2008	Stain for CD Display Rack Project-DeM.	\$26.56
27894	1163	BAKER & TAYLOR	12/30/2008	Books, AV, Gift Fund, Continuations	\$7,135.94
27895	1164	BAKER & TAYLOR ENTERTAIN	12/30/2008	DVDs	\$223.43
27896	1165	BRENDA THOMPSON	12/30/2008	Mileage: Books2Bridge Region, Grant Committee, & Excel Training Wkshp	\$64.42
27897	1166	CAMPBELL PRINTING COMPA	12/30/2008	Overdue Imprinted Labels, 11,000	\$392.70
27898	1167	CDW GOVERNMENT, INC	12/30/2008	Back-up tapes, HP Printer,cables, MS Office Pro 2007 licenses, Wireless keyboard/mouse, digital voice recorder, scanners, E-trust security softwarwe	\$4,250.24
27899	1168	CENTRAL STATES SALES CO	12/30/2008	Outdoor Parking Lot Bulbs-5	\$129.75
27900	1169	D&D SECURITY RESOURCES,	12/30/2008	Super-Lok (security cable) for public scanner	\$22.40
27901	1170	DELL MARKETING L.P.	12/30/2008	Laptop & Portable Case	\$1,806.24
27902	1171	DEMCO	12/30/2008	Light Filters, Foil labels, Bk Pockets & Polyfit Jackets, Bk Tape, Mag Binders, 3-ring Binders, Tape dispenser, Adhesive, staplers	\$1,352.40
27903	1172	DIANA KOOY	12/30/2008	Mileage: Bank Deposits, Chamber Mtg, Librarian's Council, New Technology Wkshp, etc.	\$107.06
27904	1173	DIANE OPOLSKI	12/30/2008	Mileage: Bank Deposit, DeM. Lib	\$18.72
27905	1174	EVELYN BRISTOL	12/30/2008	Mileage: Class visits, Rens Library, KVHS Presentation; Program Prizes	\$94.27
27906	1175	GALE	12/30/2008	Continuations: Newsmakers, Encyl of Associations; Books	\$1,348.97
27907	1176	GPG/HEINEMANN	12/30/2008	Pop Culture Universe OnLine Subscription, 1/1/09-1/1/10	\$810.00
27908	1177	GOODWIN FIRE EQUIPMENT, I	12/30/2008	Fire Extinguisher Inspections-Wh. Lib	\$27.00
27909	1178	GPN	12/30/2008	Hooked On Phonics sets-Literacy	\$694.70
27910	1179	JENNIFER L. DOUTHIT	12/30/2008	Mileage: TLC Users Group Mt, & Expenses	\$97.58
27911	1180	KOLORTECH, INC.	12/30/2008	4' Fluorescent Lights-60	\$200.40
27925	1181	H.L. MOHLER & ASSOCIATES	12/30/2008	Boiler Inspection & Final Punch List;Re-Roofing Contract Preparation & Review	\$1,408.90
27912	1182	NANETTE SPEACHT	12/30/2008	DVD Sets	\$55.98
27913	1183	OFFICE DEPOT	12/30/2008	Clear Poly Envelopes (magazine circulation)-DeM.	\$122.20

Printed on Monday, December 29, 2008

Page 1 of 2

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27914	1184	PATTY STRINGFELLOW	12/30/2008	Mileage: Boiler Orientation, Director's Mtg, Key replacement, branch visits	\$104.75
27915	1185	RACO INDUSTRIES	12/30/2008	Laser Scanners-4	\$672.36
27916	1186	ROEING CORPORATION	12/30/2008	Printmaster Gold, stereo audio cable, Battery pack, wireless mouse, HP Procurve switches, cabling & installation, etc.	\$1,666.11
27917	1187	SADDLEBACK EDUCATIONAL,	12/30/2008	DVDs	\$669.50
27918	1188	SHARP SCHOOL SERVICES, IN	12/30/2008	Kids Computer Pkg-keyboard, mouse, headphones - DeM	\$59.50
27919	1189	SHEILA MAXWELL	12/30/2008	Mileage: Branch Visits	\$102.96
27920	1190	THE LIBRARY CORPORATION	12/30/2008	2-Library Solutions Licenses & Printers	\$3,060.00
27921	1191	TRU-GREEN LIMITED PARTNE	12/30/2008	Ice Melt-36 bags	\$396.00
27922	1192	UNIQUE MANAGEMENT SERVI	12/30/2008	Initial & Secondary Placements-November 2008	\$242.72
27923	1193	WAL-MART COMMUNITY BRC	12/30/2008	DVDs, Music CDs, Friends Appreciation Luncheon, Flash Drives, non-skid pad	\$372.64
27924	1194	YVONNE DEL VECCHIO	12/30/2008	Mileage: DeM. Walking Books & Book Club (10/1-12/22/08)	\$63.47
150182	1195	BIERMA HARDWARE, INC.	12/30/2008	Lateral File Rods - Wh. Construction Project	\$4.47
Total Amount of Claims					\$132,632.79

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, December 29, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as show on the Register such vouchers are allowed in the total amount of \$132,632.79

Date this 30th day of December, 2008.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Resolution to Encumber Operating (100) Funds

WHEREAS, it has been determined that it is now necessary to encumber appropriations from the Operating Fund for items which have purchase orders having not yet been delivered and services which have yet to be met to further the projects of JASPER COUNTY PUBLIC LIBRARY during 2008; Now, therefore be it resolved by the Library Board of the JASPER COUNTY PUBLIC LIBRARY, JASPER County, Indiana, that for the following appropriations hereby be encumbered from the **2008** budget for the OPERATING Fund and ordered set apart out of that fund herein named and for the purposes herein specified, subject to the laws governing the same:

<u>Purchase Order</u>	<u>Vendor's Name</u>	<u>Budget Line Item</u>	<u>Amount Encumbered</u>
PO 6391	Gale (Thorndike Press)	4.51	109.40
PO 6394	Baker & Taylor	4.51	\$ 185.55
PO 6396	Baker & Taylor	4.51	35.82
PO 6399	Baker & Taylor	4.51	112.29
PO 6400	Baker & Taylor	4.51	9.00
"	" "	4.53	13.98
PO 6408	Baker & Taylor	4.51	78.95
"	" "	4.53	12.62
PO 6409	Baker & Taylor	4.51	819.72
"	" "	4.53	29.58
PO 6411	Baker & Taylor	4.51	1028.45
PO 6414	Baker & Taylor	4.51	461.25
"	" "	4.53	11.09
PO 6418	Baker & Taylor	4.51	236.27
"	" "	4.53	419.66
PO 6419	Baker & Taylor	4.51	223.83
"	" "	4.53	102.09
TR#03582	Capital One VISA (Wal-Mart)	4.53	135.68
TR#01089	Wal-Mart Store Charge	4.53	<u>159.68</u>
TOTAL			\$ 4184.91

Presented to the JASPER COUNTY PUBLIC LIBRARY BOARD, read in full and adopted this **30th Day of December, 2008**, by the following aye and nay vote.

AYE

NAY

Juan A. Floyd
Steve Deardoff
Ann Marie Egan
Natalie Welling
John Mott
ATTEST:

John Mott
 Secretary, Jasper County Public Library Board

Resolution to Encumber Rainy Day (151) Funds

WHEREAS, it has been determined that it is now necessary to encumber appropriations from the Rainy Day Fund for items which have been contracted but not yet been received and services which have yet to be met to further the projects of JASPER COUNTY PUBLIC LIBRARY for 2008; Now, therefore be it resolved by the Library Board of the JASPER COUNTY PUBLIC LIBRARY, JASPER County, Indiana, that for the following appropriations hereby be encumbered from the **2008** budget for the RAINY DAY Fund and ordered set apart out of that fund herein named and for the purposes herein specified, subject to the laws governing the same:

DeMotte Roof Contract	Steve's Specialized Services	3.61	<u>\$122,992.00</u>
		TOTAL	\$122,992.00

Presented to the JASPER COUNTY PUBLIC LIBRARY BOARD, read in full and adopted this **30th Day of December, 2008**, by the following aye and nay vote.

AYE

NAY

Joan A. Floyd
Susan Deardoff
Aimee Marie Egan
Natalie Whaling
Jody Melts

ATTEST:

Jody Melts
Secretary, Jasper County Public Library Board

Resolution to Encumber Library Improvement Reserve Funds

WHEREAS, it has been determined that it is now necessary to encumber appropriations from the Library Improvement Reserve Fund for items which have been contracted but not yet been received and services which have yet to be met to further the projects of JASPER COUNTY PUBLIC LIBRARY for 2008; Now, therefore be it resolved by the Library Board of the JASPER COUNTY PUBLIC LIBRARY, JASPER County, Indiana, that for the following appropriations hereby be encumbered from the **2008** budget for the LIBRARY IMPROVEMENT RESERVE Fund and ordered set apart out of that fund herein named and for the purposes herein specified, subject to the laws governing the same:

DeMotte Roof Contract	Steve's Specialized Services	3.61	\$ <u>64,586.00</u>
TOTAL			\$ 64,586.00

Presented to the JASPER COUNTY PUBLIC LIBRARY BOARD, read in full and adopted this **30th Day of December, 2008**, by the following aye and nay vote.

AYE

NAY

Joan A. Floyd
Susan Seardoff
Bonnie-Maine Egan
Natalie Helling
Jody Mather

ATTEST:

Jody Mather
Secretary, Jasper County Public Library Board

December 30, 2008

Whereas, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for various functions of the Jasper County Public Library,

Now, therefore, be it resolved by the Library Board of the Jasper County Public Library, Jasper County, Indiana, for the expenses of the Public Library, the following funds herein named for the purposes herein specified be increased, subject to the laws governing the same.

Whereas, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the following existing appropriations be reduced in the following amounts:

LIBRARY OPERATING FUND

	<u>Added Amount</u> <u>Appropriated</u>		<u>Amount</u> <u>Reduced</u>
2.13 Other Office Supplies	\$ 936.90	2.11 Official Records	\$ 167.11
2.21 Cleaning & Sanitation Supplies	\$ 1242.88	2.12 Stationery & Printing	\$ 550.00
2.31 Building Materials & Supplies	\$ 382.65	2.23 Other Operating Supplies	\$ 275.69
2.33 Repair Parts	\$ 153.44	2.32 Paint & Painting Supplies	\$ 163.90
		2.41 Library Supplies	\$ 904.95
		2.42 Marketing Supplies	\$ 58.75
		3.22 Postage	\$ 425.47
		3.62 Equipment Repairs	\$ 170.00
3.13 Legal Services	\$ 7718.74		
3.21 Telephone	\$ 2011.71	3.26 Networking	\$ 22577.44
3.23 Mileage	\$ 3186.45		
3.52 Electricity	\$ 2535.04		
3.53 Water	\$ 80.35		
3.54 Waste Disposal Services	\$ 351.93		
3.98 Maintenance Contracts	\$ 6693.22		
4.4 Furniture & Equipment	\$ 3700.52	4.51 Books	\$ 3700.52
TOTAL Added	\$28993.83	TOTAL Reduced	\$28993.83

CAPITAL PROJECTS FUND

	<u>Added Amount</u> <u>Appropriated</u>		<u>Amount</u> <u>Reduced</u>
3.26 Networking	\$ 465.00	3.14 Other Professional Services	\$ 3028.19
4.4 Furniture & Equipment	\$ 2366.46		
4.53 Non-Printed Materials	\$ 196.73		
TOTAL Added	\$ 3028.19	TOTAL Reduced	\$ 3028.19

RAINY DAY FUND

	<u>Added Amount</u> <u>Appropriated</u>		<u>Amount</u> <u>Reduced</u>
3.14 Other Professional Services	\$ 14,757.64	3.61 Building & Structures	\$ 14,757.64
TOTAL Added	\$ 14,757.64	TOTAL Reduced	\$ 14,757.64

AYE

NAY

Joan G. Flayd
Susan Deardoff
Celine Marie Egan
Natalie Uhling
John M. Miller

ATTEST:

John M. Miller
Secretary, Jasper Co. Public Library Board

Agenda
Jasper County Public Library
Board of Trustees Meeting
Monday, December 8, 2007, 7pm
Rensselaer Public Library

Opening of Meeting

Moment of Silence

Approval of Consent Agenda & Consent Agenda Items

Action

Minutes of November Board Meeting
Bills/Financial Reports
Salary Ordinance Update (R 7)

General Business

DeMotte Roof Project (R 20)	Action
Advance Tax Draw (R 20)	Action
LIRF Transfers (R 20)	Action
2009 Salary Increase (R 20)	Action
Election of Officers (R 20)	Action
End of December Board Meeting (R 21)	Information

Director's Report (R 20-R 26)

Information

Items for Future Agendas

Public Forum

Adjournment

MINUTES

Jasper County Public Library Board of Trustees
7:00 PM

November 10, 2008
DeMotte Library

Present: Natalie Waling, Timothy Schultz, Anne-Marie Egan, Joan Floyd, Jody Melton, Patricia Stringfellow, Brenda Thompson, Evie Bristol, Gail Jung.

Absent: Susan Deardorff, Mari Anne Sayler

Agenda & Consent Agenda Approval: On a motion by J. Melton, seconded by J. Floyd, the Agenda and Consent Agenda items; namely, the minutes of both of the October Board Meetings, monthly bills and financial reports, Salary Ordinance Update, and revisions to the Circulation Policy and the Meeting Room Policy were approved. Motion passed unanimously.

DeMotte Library Annual Report: The Branch Librarian, Brenda Thompson, and Youth Services Specialist, Evie Bristol, presented an outstanding power point presentation featuring their accomplishments for 2008. Their successes can be attributed to their highly talented staff. Photos of staff along with their areas of expertise were cited. Each month of the year was highlighted and relayed a variety of programs that were offered both for adult and youth. Several programs including summer reading were depicted giving insight into the large number of persons attending them and the creativity that it takes to present some programs. The range of programs that are offered is intended to attract all age levels during the year. In 2008 circulation was increased over the previous year and remains a goal for 2009. They also want to offer more family programs next year and work on database awareness. DeMotte staff are encouraged to adopt projects that they are interested in and that would benefit the library as well. Lastly, they are looking forward to stabilizing building maintenance issues once the new boilers and roof are in place. The board was appreciative of the unique way they presented their report.

2009 Slate of Officer Nominations: Chairperson, A-M Egan, presented the 2009 slate. President-Susan Deardorff, Vice-president-Joan Floyd, Secretary-Jody Melton, Treasurer-Mari Anne Sayler, Assistant Treasurer-Natalie Waling. Election will take place at the December Board Meeting.

Health Insurance: Insurance rates for 2009 have decreased by 7.3%. J. Melton moved, seconded by A-M Egan, to offer the same health insurance benefits as in 2008 for 2009, paying 80% for 35-40 hr/wk employees and 50% for 30-34 hr employees at the single rate. Employees participating only in Life Insurance will pay \$1.00/yr with the library contributing the balance of the premium. Motion passed.

Year-end Board Meeting: The board will meet on Tuesday, December 30th, to conduct year-end business. The time will be decided at the regular December 8th Board Meeting.

Public Hearing Notice: The library received notice from the DeMotte Board of Zoning Appeals that they will be considering a variance request by John and Joan Spurgeon for new home construction on Nov. 11, 2008. Property owners residing within 2 miles were invited to the hearing. The library board did not express any opposition in the matter.

Library Director Report: We received CAGIT money at the beginning of November as expected, and the advanced draw request generated slightly more than \$136,000 (\$87,000 designated for Operating Fund). Our request for an additional appropriation has been approved by the DLGF.

Boiler contract has been finalized and will be signed November 11, 2008. Common Wage Hearing was held and roof bids are being advertised in the Nov 13th & 20th issues of the Rens. Republican and KV Post-News. Bid opening is set for Dec 2nd.

The County Council is holding a special meeting on November 12, 2008 in response to a request for tax abatement by IBEC (ethanol plant). If the abatement goes through, the library could lose over \$11,000 in tax revenue and the schools over \$198,000. P. Stringfellow plans to attend.

Consolidation of libraries is high on the agenda for Indiana Legislators in 2009 as a result of the Kernan/Shepherd report. A Consolidation Coalition has been established in Indiana, and they have enlisted a consulting service to aid in drafting some consolidation models that might be presented to the legislators next year.

With no further matters for discussion, the meeting adjourned on a motion by J. Floyd, seconded by J. Melton.


Jody Melton, Secretary


Attest: Anne-Marie Egan, Vice-President

CIRCULATION BY HOLDINGS CODE
November 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (DAJBIO)	0	0	0	0
Award Winner JE (DAJE)	0	0	0	0
Award Winner JFIC (DAJFIC)	0	0	0	0
Award Winner JNF (DAJNF)	0	0	0	0
Award Winner JPFIC (DAJBPF)	0	0	0	0
Award Winning fiction (DAWFIC)	34	0	1	35
Award Winning non-fiction (DAWNF)	2	0	0	2
Award Winner YAFIC (DAYAF)	0	0	0	0
Award Winner YAPFIC (DAYPBF)	0	0	0	0
Biography (DBIO)	76	4	1	81
Books on CD (DBKCD)	133	7	4	144
Books on Tape (DBKT)	13	2	1	16
Compact Disc (DCD)	360	16	6	382
Digital Audiobooks (DDA)	4	0	0	4
DVD (DDVD)	1499	24	6	1529
Equipment (DEQP)	67	0	0	67
See librarian (DERR)	0	0	0	0
Express Book (DEXP)	53	0	0	53
Fiction (DFIC)	776	55	22	853
Fiction Fantasy (DFICF)	24	3	0	27
Fiction Mystery (DFICM)	129	5	3	137
Fiction New (DFICNEW)	427	18	9	454
Fiction Science Fiction (DFICSF)	8	0	0	8
Fiction Western (DFICW)	5	0	0	5
Genealogy (DGENE)	0	0	0	0
Genealogy Mag (DGMAG)	0	0	0	0
Graphic Novels (DGN)	9	0	0	9
Hanging Bags (DHANG)	52	2	0	54
ILL (DILL)	34	1	0	35
Internet (DINTER)	1347	0	0	1347
Juv. Audio book (DJAUDB)	17	2	2	21
Juv. Biography (DJBIO)	39	1	0	40
Juv. Book on CD (DJBKCD)	0	0	0	0
Juv. Book on Tape (DJBKT)	0	0	0	0
Juv. Compact Disc (DJCD)	45	2	0	47
Juvenile Easy (DJE)	650	18	6	674
Juv. Easy Non-fiction (DJENF)	66	0	1	67
Juv. Easy Reader (DJER)	383	3	16	402
Juv. Fiction (DJFIC)	485	7	16	508
Juv. Holiday books (DJHOL)	37	2	0	39
Juv. Magazine (DJMAG)	48	0	0	48
Juv. Music Cassette (DJMC)	1	0	0	1
Juv. Nonfiction (DJNF)	518	12	6	536
Juv. Nonfic Text Bk (DJNFTB)	1	0	0	1
Juv. Paperback fic (DJPBF)	0	0	0	0
Juv. Professional Coll. (DJPRO)	0	0	0	0
Juv. Reference (DJREF)	2	0	0	2

Juv. Toddler (DJTOD)	156	0	1	157
Large Print Fiction (DLPF)	92	4	1	97
Large Print Nonfic (DLPNF)	3	0	1	4
Magazine (DMAG)	749	0	15	764
Music Cassette (DMCAS)	0	0	0	0
Nonfiction 000 (DNF000)	12	4	0	16
Nonfiction 100 (DNF100)	28	2	0	30
Nonfiction 200 (DNF200)	45	2	0	47
Nonfiction 300 (DNF300)	95	7	1	103
Nonfiction 400 (DNF400)	4	0	1	5
Nonfiction 500 (DNF500)	13	3	0	16
Nonfiction 600 (DNF600)	253	12	5	270
Nonfiction 700 (DNF700)	145	1	2	148
Nonfiction 800 (DNF800)	8	3	0	11
Nonfiction 900 (DNF900)	85	2	4	91
Nonfiction DVD (DNFDVD)	26	0	1	27
Nonfiction (DNFIC)	1	0	0	1
Nonfiction New (DNFNEW)	147	9	1	157
Nonfiction VHS (DNFVHS)	20	0	1	21
Oversize (DOVER)	0	0	1	1
Professional Coll. (DPROF)	0	0	0	0
Parent Shelf Juv. Fic (DPSJFic)	0	0	0	0
Parent Shelf Juv. NF (DPSJNF)	3	0	1	4
Reference (DREF)	2	0	0	2
Ref. Magazine (DRMAG)	0	0	0	0
Reference Software (DRSW)	0	0	0	0
Spanish Collection (DSPA)	18	0	0	18
Software (DSWAR)	98	1	0	99
Vertical File (DVF)	6	0	0	6
VHS (DVHS)	332	2	2	336
YA Audio book (DYAUDB)	2	0	1	3
YA Biography (DYAB)	0	0	0	0
YA Books on CD (DYABKCD)	0	0	0	0
YA Books on Tape (DYABKT)	0	0	0	0
YA Fiction (DYAF)	157	11	5	173
YA Nonfiction (DYANF)	11	2	0	13
YA Paperback Fic (DYAPBF)	63	1	0	64
Storage (DZSTO)	4	0	0	4
Award Winner JBIO (RAJBIO)	0	0	0	0
Award Winner JE (RAJE)	0	0	0	0
Award Winner JFIC (RAJFIC)	0	0	0	0
Biography (RBIO)	6	48	2	56
Books on CD (RBKCD)	4	169	2	175
Books on Tape (RBKT)	4	35	1	40
Compact Disc (RCD)	18	509	5	532
Digital Audiobooks (RDA)	0	5	0	5
DVD (RDVD)	8	2830	11	2849
Equipment (REQP)	0	64	0	64
See librarian (RERR)	0	0	0	0
Express Book (REXP)	0	53	0	53
Fiction (RFIC)	29	863	10	902

Fiction New (RFICNEW)	17	361	8	386
Genealogy (RGENE)	0	0	0	0
Genealogy Mag (RGMAG)	0	0	0	0
Gen. Milroy Coll (RGMIL)	0	0	0	0
Graphic Novels (RGN)	0	15	0	15
Hanging Bag (RHANG)	1	12	1	14
ILL (RILL)	0	46	0	46
Internet (RINTER)	0	1819	0	1819
Juv. Audio book (RJAUDB)	0	15	0	15
Juv. Biography (RJBIO)	1	52	2	55
Juv. Book on CD (RJBKCD)	0	0	0	0
Juv. Book on Tape (RJBKT)	0	0	0	0
Juv. Compact Disc (RJCD)	0	46	0	46
Juvenile Easy (RJE)	7	848	13	868
Juv. Easy Non-fiction (RJENF)	0	67	0	67
Juv. Easy Reader (RJER)	1	223	1	225
Juv. Fiction (RJFIC)	24	473	22	519
Juv. Magazine (RJMAG)	0	33	0	33
Juv. Music Cassette (RJMC)	0	0	0	0
Juv. Nonfiction (RJNF)	5	679	12	696
Juv. Paperback fic (RJPBF)	0	0	0	0
Juv. Professional Coll. (RJPRO)	0	0	0	0
Juv. Reference (RJREF)	0	0	0	0
Juv. Toddler (RJ TOD)	2	146	1	149
Large Print Fiction (RLPF)	13	130	4	147
Large Print Nonfic (RLPNF)	0	10	0	10
Magazine (RMAG)	2	453	1	456
Music Cassette (RMCAS)	0	0	0	0
Non-Fiction 000 (RNF000)	1	13	0	14
Non-Fiction 100 (RNF100)	1	29	0	30
Non-Fiction 200 (RNF200)	3	30	0	33
Non-Fiction 300 (RNF300)	15	98	3	116
Non-Fiction 400 (RNF400)	1	9	0	10
Non-Fiction 500 (RNF500)	0	42	0	42
Non-Fiction 600 (RNF600)	20	230	10	260
Non-Fiction 700 (RNF700)	9	88	2	99
Non-Fiction 800 (RNF800)	0	14	1	15
Non-Fiction 900 (RNF900)	5	50	3	58
Nonfiction DVD (RNFDVD)	0	124	0	124
Nonfiction (RNFIC)	0	0	0	0
Nonfiction new (RNFNEW)	8	140	9	157
Nonfiction VHS (RNFVHS)	2	72	2	76
Oversize (ROVER)	0	0	0	0
Professional Coll. (RPRO)	0	0	0	0
Reference (REF)	0	1	0	1
Reference Business (RREFB)	0	0	0	0
Ref. Magazine (RRMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RRSW)	0	0	0	0
Spanish Collection (RSPA)	0	20	0	20
Software (RSWAR)	2	77	1	80
Vertical File (RVF)	1	4	0	5

VHS (RVHS)	1	246	0	247
YA Audio book (RYAUSB)	0	5	0	5
YA Biography (RYAB)	0	2	0	2
YA Books on CD (RYABKCD)	0	0	0	0
YA Books on Tape (RYABKT)	0	0	0	0
YA Fiction (RYAF)	5	158	3	166
YA Nonfiction (RYANF)	7	29	1	37
YA Paperback Fic (RYAPBF)	0	0	0	0
Storage (RZSTO)	0	0	0	0
Award Winner JE (WAJE)	0	0	0	0
Biography (WBIO)	4	3	31	38
Books on CD (WBKCD)	5	6	134	145
Books on Tape (WBKT)	5	2	13	20
Compact Disc (WCD)	19	11	275	305
Digital Audiobooks (WDA)	0	0	0	0
DVD (WDVD)	6	23	1504	1533
Equipment (WEQP)	0	0	66	66
See librarian (WERR)	0	0	0	0
Express Book (WEXP)	0	0	37	37
Fiction (WFIC)	40	26	470	536
Fiction Fantasy (WFICF)	0	1	7	8
Fiction Mystery (WFICM)	6	5	61	72
Fiction New (WFICNEW)	29	17	340	386
Fiction Science Fiction (WFICSF)	1	0	10	11
Fiction Western (WFICW)	0	0	14	14
Genealogy (WGENE)	0	0	0	0
Genealogy Mag (WGMAG)	0	0	0	0
Graphic Novels (WGN)	0	0	7	7
Hanging Bags (WHANG)	1	0	11	12
ILL (WILL)	0	0	39	39
Internet (WINTER)	0	0	1171	1171
Juv. Audio book (WJAUSB)	0	3	22	25
Juv. Biography (WJBIO)	0	1	10	11
Juv. Book on CD (WJBKCD)	0	0	0	0
Juv. Book on Tape (WJBKT)	0	0	0	0
Juv. Compact Disc (WJCD)	4	1	34	39
Juvenile Easy (WJE)	11	14	537	562
Juv. Easy Non-fiction (WJENF)	2	1	65	68
Juv. Easy Reader (WJER)	4	0	280	284
Juv. Fiction (WJFIC)	30	11	288	329
Juv. Magazine (WJMAG)	1	0	30	31
Juv. Music Cassette (WJMC)	0	0	0	0
Juv. Nonfiction (WJNF)	21	11	282	314
Juv. Paperback fic (WJPBF)	0	0	0	0
Juv. Professional Coll. (WJPRO)	0	0	0	0
Juv. Reference (WJREF)	0	0	1	1
Juv. Toddler (WJTOD)	3	2	176	181
Large Print Fiction (WLPF)	5	2	67	74
Large Print Nonfic (WLPNF)	6	0	4	10
Magazine (WMAG)	11	7	427	445
Non-Fiction 000 (WNF000)	0	0	6	6

Non-Fiction 100 (WNF100)	0	0	13	13
Non-Fiction 200 (WNF200)	1	1	16	18
Non-Fiction 300 (WNF300)	5	7	46	58
Non-Fiction 400 (WNF400)	0	0	4	4
Non-Fiction 500 (WNF500)	3	0	23	26
Non-Fiction 600 (WNF600)	14	3	145	162
Non-Fiction 700 (WNF700)	2	1	64	67
Non-Fiction 800 (WNF800)	2	3	7	12
Non-Fiction 900 (WNF900)	7	0	36	43
Nonfiction DVD (WNFDVD)	0	1	74	75
Nonfiction (WNFIC)	0	0	0	0
Nonfiction New (WNFNEW)	6	7	84	97
Nonfiction VHS (WNFVHS)	0	0	5	5
Professional Coll. (WPROF)	0	0	0	0
Parent Shelf Juv. Fic (WPJF)	0	0	0	0
Parent Shelf Juv. NF (WPSJNF)	0	0	0	0
Reference (WREF)	0	0	0	0
Ref. Magazine (WRMAG)	0	0	0	0
Reference Software (WRSWAR)	0	0	0	0
Spanish Collection (WSPA)	0	0	3	3
Software (WSWAR)	0	0	69	69
Vertical File (WVF)	0	0	6	6
VHS (WVHS)	1	0	222	223
YA Audio book (WYAUDB)	0	4	4	8
YA Biography (WYAB)	0	0	0	0
YA Books on CD (WYABKCD)	1	1	1	3
YA Books on Tape (WYABKT)	0	0	0	0
YA Fiction (WYAF)	10	7	148	165
YA Nonfiction (WYANF)	0	1	24	25
YA Paperback Fic (WYAPBF)	0	0	0	0
Storage (WZSTO)	4	0	0	4
TOTAL	10415	11918	7688	30021

CIRCULATION BY HOLDINGS CODE
November 2008

ITEM CODE	DEMOTTE	RENSSELAER	WHEATFIELD	TOTAL
Award Winner JBIO (AJBIO)	0	0	0	0
Award Winner JE (AJE)	0	0	0	0
Award Winner JFIC (AJFIC)	0	0	0	0
Award Winner JNF (AJNF)	0	0	0	0
Award Winner JPFIC (AJPF)	0	0	0	0
Award Winning fiction (AWFIC)	34	0	1	35
Award Winning non-fiction (AWNf)	2	0	0	2
Award Winner YAFIC (AYAF)	0	0	0	0
Award Winner YAPFIC (YAYPBF)	0	0	0	0
Biography (BIO)	86	55	34	175
Books on CD (BKCD)	142	182	140	464
Books on Tape (BKT)	22	39	15	76
Compact Disc (CD)	397	536	286	1219
Digital Audiobooks (DA)	4	5	0	9

DVD (DVD)	1513	2877	1521	5911
Equipment (EQP)	67	64	66	197
See librarian (ERR)	0	0	0	0
Express Book (EXP)	53	53	37	143
Fiction (FIC)	845	944	502	2291
Fiction Fantasy (FICF)	24	4	7	35
Fiction Mystery (FICM)	135	10	64	209
Fiction New (FICNEW)	473	396	357	1226
Fiction Science Fiction (FICSF)	9	0	10	19
Fiction Western (FICW)	5	0	14	19
Genealogy (GENE)	0	0	0	0
Genealogy Mag (GMAG)	0	0	0	0
Gen. Milroy Coll (GMIL)	0	0	0	0
Graphic Novels (GN)	9	15	7	31
Hanging Bags (HANG)	54	14	12	80
ILL (ILL)	34	47	39	120
Internet (INTR)	1347	1819	1171	4337
Juv. Audio book (JAUDB)	17	20	24	61
Juv. Biography (JBIO)	40	54	12	106
Juv. Book on CD (JBCD)	0	0	0	0
Juv. Book on Tape (JBKT)	0	0	0	0
Juv. Compact Disc (JCD)	49	49	34	132
Juvenile Easy (JE)	668	880	556	2104
Juv. Easy Non-Fiction (JENF)	68	68	66	202
Juv. Easy Reader (JER)	388	226	297	911
Juv. Fiction (JFIC)	539	491	326	1356
Juv. Holiday (JHOL)	37	2	0	39
Juv. Magazine (JMAG)	49	33	30	112
Juv. Music Cassette (JMC)	1	0	0	1
Juv. Nonfiction (JNF)	544	702	300	1546
Juv. Nonfic Text Bk (JNFT)	1	0	0	1
Juv. Paperback fic (JPBF)	0	0	0	0
Juv. Professional Coll. (JPRO)	0	0	0	0
Juv. Reference (JREF)	2	0	1	3
Juv. Toddler (JTOD)	161	148	178	487
Large Print Fiction (LPF)	110	136	72	318
Large Print Nonfic (LPNF)	9	10	5	24
Magazine (MAG)	762	460	443	1665
Music Cassette (MCAS)	0	0	0	0
Non-Fiction 000 (NF000)	13	17	6	36
Non-Fiction 100 (NF100)	29	31	13	73
Non-Fiction 200 (NF200)	49	33	16	98
Non-Fiction 300 (NF300)	115	112	50	277
Non-Fiction 400 (NF400)	5	9	5	19
Non-Fiction 500 (NF500)	16	45	23	84
Non-Fiction 600 (NF600)	287	245	160	692
Non-Fiction 700 (NF700)	156	90	68	314
Non-Fiction 800 (NF800)	10	20	8	38
Non-Fiction 900 (NF900)	97	52	43	192
Non-Fiction DVD (NFDVD)	26	125	75	226
Nonfiction (NFIC)	1	0	0	1
Nonfiction New (NFNEW)	161	156	94	411

Nonfiction VHS (NFVH)	22	72	8	102
Oversize (OVER)	0	0	1	1
Professional Coll. (PROF)	0	0	0	0
Parent Shelf Juv. Fic (PJF)	0	0	0	0
Parent Shelf Juv. NF (PSJNF)	3	0	1	4
Reference (REF)	41	35	28	104
Reference Business (REFB)	0	0	0	0
Ref. Magazine (RMAG)	0	0	0	0
Ready Reference (RRR)	0	0	0	0
Reference Software (RSWAR)	0	0	0	0
Spanish Collection (SPA)	18	20	3	41
Software (SWAR)	100	78	70	248
Vertical File (VF)	7	4	7	18
VHS	334	248	224	806
YA Audio book (YAADB)	2	9	5	16
YA Biography (YAB)	0	2	0	2
YA Books on CD (YABKCD)	1	1	1	3
YA Books on Tape (YABKT)	0	0	0	0
YA Fiction (YAF)	172	176	156	504
YA Nonfiction (YANF)	18	32	25	75
YA Paperback Fic (YAPBF)	63	1	0	64
Storage (ZSTO)	8	0	0	8
				0
Free reads	387	168	127	682
Games/Puzzles	2	0	0	2
Talking books	0	0	0	0
Assignment Shelf Books	0	0	0	0
TOTAL	10843	12120	7844	30807

	DeMotte	Rensselaer	Wheatfield	
ADULT BOOKS				
Fiction	2049	1711	1190	4950
Nonfiction	1127	977	596	2700
CHILDREN'S BOOKS				
Fiction	1790	1745	1358	4893
Nonfiction	697	826	380	1903
YA BOOKS				
Fiction	244	192	163	599
Nonfiction	18	34	25	77
Magazines, Adult	762	460	443	1665
Magazines, Children	49	33	30	112
Sound Recordings, adult	568	772	447	1787
Sound Recordings, ch	121	83	70	274
Online databases	0	0	0	0
Software	100	78	70	248
Vertical file	7	4	7	18
VHS/DVD	1895	3322	1828	7045
Equipment	67	64	66	197
Total	9494	10301	6673	26468

A-V Circulation	2684	4255	2415	9354
A-V Circulation as % of total	28.3%	41.3%	36.2%	35.3%

November 2008

DEMOTTE

WHEATFIELD

Withdrew
Vols.

Circulation

Added
Vols.

Withdrew
Vols.

Circulation

Added
Vols.

Withdrew
Vols.

Circulation

**Total
Circ.**

Fiction	139	1	2,049	64	2	1,711	114	0	1,190	4,950
Nonfiction	107	11	1,127	91	46	977	64	9	596	2,700

Fiction	77	4	1,790	85	8	1,745	13	1	1,358	4,893
Nonfiction	14	1	697	14	5	826	5	0	380	1,903

Fiction	12	36	244	25	0	192	5	1	163	599
Nonfiction	0	0	18	1	1	34	2	0	25	77

Magazines, Child	49	33	30	112
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Sound Rec/Adult	9	2	568	39	1	772	10	0	447	1.787
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[illegible]

Software	0	0	100	0	0	0	0	0	0	100
Vertical Files	0	0	7	0	0	4	0	0	7	18

VHS/DVD	20	2	1,899	92	3	3,322	10	1	1,820	7,043
Equipment			67			64			66	197

TOTAL	393	38	9,494	387	87	10,501	232	12	8,673	26,488
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END OF MONTH	DEMOTEE	DEMOTEE - ED	DEER - DEER
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9
10	10	10	10
11	11	11	11
12	12	12	12
13	13	13	13
14	14	14	14
15	15	15	15
16	16	16	16
17	17	17	17
18	18	18	18
19	19	19	19
20	20	20	20
21	21	21	21
22	22	22	22
23	23	23	23
24	24	24	24
25	25	25	25
26	26	26	26
27	27	27	27
28	28	28	28
29	29	29	29
30	30	30	30
31	31	31	31
32	32	32	32
33	33	33	33
34	34	34	34
35	35	35	35
36	36	36	36
37	37	37	37
38	38	38	38
39	39	39	39
40	40	40	40
41	41	41	41
42	42	42	42
43	43	43	43
44	44	44	44
45	45	45	45
46	46	46	46
47	47	47	47
48	48	48	48
49	49	49	49
50	50	50	50
51	51	51	51
52	52	52	52
53	53	53	53
54	54	54	54
55	55	55	55
56	56	56	56
57	57	57	57
58	58	58	58
59	59	59	59
60	60	60	60
61	61	61	61
62	62	62	62
63	63	63	63
64	64	64	64
65	65	65	65
66	66	66	66
67	67	67	67
68	68	68	68
69	69	69	69
70	70	70	70
71	71	71	71
72	72	72	72
73	73	73	73
74	74	74	74
75	75	75	75
76	76	76	76
77	77	77	77
78	78	78	78
79	79	79	79
80	80	80	80
81	81	81	81
82	82	82	82
83	83	83	83
84	84	84	84
85	85	85	85
86	86	86	86
87	87	87	87
88	88	88	88
89	89	89	89
90	90	90	90
91	91	91	91
92	92	92	92
93	93	93	93
94	94	94	94
95	95	95	95
96	96	96	96
97	97	97	97
98	98	98	98
99	99	99	99
100	100	100	100

DEMOTTE

WHEATFIELD

Circulation Increase/Decrease	17.3%	12.6%	6.9%
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[illegible]

2007

Current month's Circulation	23,478	26,468	12.7%
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Jan. to date circulation	285,831	302,695	5.9%
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DEMOTTE COLLECTION		RENSSELAER COLLECTION		WHEATFIELD COLLECTION	
Start of Month	End of Month	Start of Month	End of Month	Start of Month	End of Month
Volumes	Volumes	Volumes	Volumes	Volumes	Volumes
ADULT BOOKS					
17,587	17,725	11,413	11,475	11,695	11,809
17,075	17,171	18,772	18,817	9,489	9,544
Fiction					
Nonfiction					
CHILDREN'S BKS					
12,711	12,784	10,685	10,762	8,759	8,771
8,873	8,886	5,678	5,687	4,858	4,863
Fiction					
Nonfiction					
YA BOOKS					
2,177	2,153	2,007	2,032	1,745	1,749
433	433	679	679	156	158
Fiction					
Nonfiction					
Magazines,Adult					
Magazines, Child					
Games, Toys					
0	0	20	20	0	0
2,382	2,389	2,906	2,944	2,733	2,743
508	511	385	391	523	524
Sound Rec/Adult					
Sound Rec/Child					
25	25	16	16	1	1
Online Databases					
326	329	375	374	149	149
Software					
3	3	Vertical Files			
2,874	2,900	3,978	4,037	2,061	2,078
VHS/DVD					
119	119	142	142	57	57
Equipment					
65,093	65,428	57,056	57,376	42,226	42,446
TOTAL					

JASPER COUNTY PUBLIC LIBRARY MONTHLY REPORT

November 2008

R5

	DeMotte		Rensselaer		Wheatfield		TOTAL	HOURS SPENT
		Hrs.		Hrs.		Hrs.		
INTRALIBRARY LOANS FILLED	160	35	210	46	263	57	633	137
LOCAL HISTORY								
In person	1	0	12	3	2	1	15	4
Letters written	1	1	15	15	0	0	16	16
IN-HOUSE USE - HARDWARE/SOFTWARE								
Internet use	1347	56	1819	76	1171	49	4337	181
Computer software used	258	22	128	11	102	9	488	41
VCR Use	0	0	0	0	0	0	0	0
Microforms	1	0	16	2	0	0	17	2
CD ROM/Online databases	66	6	463	39	208	17	737	61
Typewriter use	0	0	0	0	0	0	0	0
Other equipment used	1	0	0	0	1	0	2	1
OTHER LIBRARY SERVICES USED								
Outreach activities	49	49	10	7	0	0	59	39
Notarized documents	5	1	7	2	1	0	13	3
Meeting Room Use (no. of group)	44	15	67	22	29	10	140	47
Study room use	14	1	33	3	23	2	70	6
Proctoring	0	0	0	0	0	0	0	0
Tax Forms distributed	0	0	0	0	0	0	0	0
Pull Requests	0	0	0	0	0	0	0	0
IN-HOUSE USE ITEMS	61		449		136		646	
WIRELESS USE via patron owned pcs	111		89		64		264	
INTERLIBRARY LOANS								
Requests made for:	43	11	38	10	23	6	104	26
Items rec'd for:	39	20	34	17	28	14	101	51
Items requested by other libraries	0		0		0		0	
Items supplied to other libraries	0	0	0	0	0	0	0	0

REGISTRATIONS

Total Borrowers	8028	8187	4349	20564
				0
Non-resident, paying	1	3	0	4
PLAC card users	0	4	1	5
Reciprocal borrowers	410	354	85	849

PROGRAMS

	DeMotte	Rensselaer	Wheatfield	TOTAL	HOURS SPENT
	Hrs.	Hrs.	Hrs.		

Programs for all ages	1	6	0	0	0	0	1	6
Children's Programs (0-13)	10	60	16	96	8	48	34	204
Number attending	218		191		209		618	
YA Programs (14-17)	3	18	3	18	0	0	6	36
Number attending	52		22		5		79	
Adult Programs	10	60	2	12	1	6	13	78
Number attending	106		63		59		228	
Senior Citizen Programs	5	30	6	36	2	12	13	78
Number attending	42		86		15		143	
Total Number of Programs	29	174	27	162	11	66	67	402
Total Persons Attending	418		362		288		1068	
Total Attending Same Month Last `	593		427		430		1450	
Total Staff Hours Spent		390		413		230	1033	1017
Total Number of In-House Program	22		21		9		52	
Total Attendance	251		249		177		677	
Total Number of Outreach Program	7		6		2		15	
Total Attendance	167		113		111		391	

CIRCULATION BY PATRON CODE

PATRONS	DeMotte		Rensselaer		Wheatfield		ALL LIBRARIES	
	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total	Items Loaned	% of Total
Adult	6807	72.0%	6651	64.8%	4620	69.5%	18078	68.6%
Corporate	157	1.7%	31	0.3%	0	0.0%	188	0.7%
Juvenile 0-11	411	4.3%	702	6.8%	163	2.5%	1276	4.8%
Juvenile-AV	650	6.9%	934	9.1%	671	10.1%	2255	8.6%
Nonresident No Fee	34	0.4%	129	1.3%	119	1.8%	282	1.1%
Nonresident Fee	0	0.0%	0	0.0%	0	0.0%	0	0.0%
PLAC (state library card)	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Reciprocal Adult	416	4.4%	293	2.9%	137	2.1%	846	3.2%
Reciprocal Juvenile	2	0.0%	13	0.1%	4	0.1%	19	0.1%
Reciprocal Juvenile AV	55	0.6%	45	0.4%	11	0.2%	111	0.4%
Reciprocal YA	16	0.2%	5	0.0%	0	0.0%	21	0.1%
Reciprocal YA AV	5	0.1%	14	0.1%	0	0.0%	19	0.1%
School	0	0.0%	14	0.1%	0	0.0%	14	0.1%
School AV	0	0.0%	0	0.0%	0	0.0%	0	0.0%
St. Joseph College	0	0.0%	78	0.8%	0	0.0%	78	0.3%
Staff	407	4.3%	819	8.0%	597	9.0%	1823	6.9%
Walking books	95	1.0%	132	1.3%	0	0.0%	227	0.9%
YA 12-17	135	1.4%	46	0.4%	44	0.7%	225	3.4%
YA-AV	267	2.8%	361	3.5%	278	4.2%	906	3.4%
Total	9457		10267		6644		26368	

All items borrowed by nonresidents

528 5.6%

591 5.8%

271 4.1%

1390 5.3%

**Salary Ordinance 2008
Updated 12/8/08**

Name	Classification	Present Hrly Wage	Start Date	Hrs Worked	Library
Kara Mulvihill	Library Assistant II	\$11.25	12/2/08	40	R

We have hired Kara Mulvihill to replace Sandy Schoonmaker who resigned her position due to childcare issues.

We have examined and approved the changes to the 2008 Jasper County Public Library Salary Ordinance. Dated 12/8/08

<u>Mari Anne Sayle</u>	<u>Susan Deardoff</u>
<u>Jody Melton</u>	<u>Joan A. Floyd</u>
<u>Natalie Waling</u>	<u>Timothy Schultz</u>
<u>Anne-Marie Egan</u>	

Resolution to Request Advance Draw

Whereas, it has been determined that the Jasper County Public Library needs additional funds to operate; therefore, we the Board of Trustees of the Jasper County Public Library do resolve to approve this request to the County Auditor and County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund, Library Capital Projects Fund, and General Obligation Bond Fund to the Jasper County Public Library, payable 30 days from the date of this resolution.

ADOPTED THIS 8th DAY OF December, 2008.

NAY

AYE

Mari Anne Sayle
Jody Melton
Natalie Waling
Aimee Marie Egan
Susan Deardoff
Joan G. Haupt
Imogene Schultz

ATTEST:

Jody Melton
Secretary of the Jasper County Public Library Board

Coalition Nears December Deadline

In late August, the Public Library Coalition launched efforts to coalesce a statewide library community around strategies to manage the impact of local government and property tax reforms on Indiana's public libraries.

Its work to date integrates findings from ALA research, key informant interviews, a survey of library directors and trustees, and 18 focus groups conducted in six regional settings.

The work focused initially on two independent variables: (1) *the need for individual citizen access to services* and (2) *the importance of community self determination in providing those services*. Based on focus group input, a third lens was added to the deliberative framework: (3) *the role of high performance standards in sustaining a nationally recognized statewide library system*.

Among the Coalition's working assumptions:

- Indiana libraries face huge economic, technological, and service delivery challenges over the next decade – *change requiring multiple efforts on multiple fronts*.
- Indiana's public library community has demonstrated over the past decade a significant capacity for managing change, experience which allows it to be a leader in local community responses to the challenges of change and reform.
- Maintaining control of our own destiny begins with our internal alignment – without delay. *Otherwise, decisions affecting our future will be made by others.*

As the foundation for new service delivery, financing, or governance models, the Coalition presents a set of strategies for achieving internal alignment within the library community:

1. A substantial strengthening of **trustee leadership** at both the local and state levels
2. A legislatively supported plan to **remove barriers to full citizen access**
3. New, more **timely performance standards** which ensure high service quality and statewide service consistency
4. Statewide integration of new technologies which strengthen both library services and local community economies
5. New ISL technical assistance and transition support services to ensure the successful management of change

Building on that foundation, the Coalition recommends a continuum of optional library service models that begin with a required County Level Service Planning Process. The concept, a blend of *local community determination and universal access strategies*, requires a formal service plan at the county level which ensures

- Full service coverage within that county;
- Libraries which meet or exceed specific statewide service standards; and
- A multi-year funding plan which ensures both.

The current draft of a service continuum includes five potential planning models. **All models are expected to incorporate the same basic elements:**

Model Criteria

1. Local decision making
2. Recognition of unique local community needs
3. Full services and full funding countywide
4. Countywide capacity to meet statewide performance standards
5. Collaborative initiatives which leverage all resources
6. The collection of data to quantify new efficiencies
7. Annual planning and evaluation processes which ensure continued improvement strategies
8. Funding plans which anticipate financial sustainability for the next decade

Optional Models: Service, Governance & Funding

1. Two or more systems within a county	2. One consolidated countywide system	3. A multi-system and/or multi-county <i>Alliance</i>	4. A multi-system or multi-county <i>Federation</i>	5. A Regional <i>Consolidated System</i>
County funding and service plan includes service delivery by two or more existing, independently governed systems <i>able to meet Model Criteria</i> .	County funding and service plan develops a service and funding plan which <i>meets Model Criteria</i> .	To Options 1 or 2, the county adds voluntary collaborating and system sharing among two or more systems (full reciprocity, "best practice" orientation) to achieve new economies of scale. Systems remain independent.	To 1 or 2, the county includes a formally contracted relationship among multiple systems to <i>create a shared management system</i> . Retains current governance and funding structures, although may add other governance and funding features at the federation level.	The County funding and service plan provides for full consolidation with one or more additional counties, <i>the resulting system able to meet Model Criteria</i> .

Each model is being further developed to delineate: the primary goals for the model; key organizational characteristics; benefits and challenges associated with the model; and environments in which the model might work best. Among the action steps:

1. 2009 legislation requiring county service & funding plans which meet Model Criteria, including but not limited to
 - A county council convening role
 - The local planning group composition (up to 21 participants including library trustees, directors, local government reps, state legislators, reps from untaxed areas, community/civic leaders) and its leadership (selection of chair and use of facilitator)
 - ISL planning grants (and regional training workshops)
2. New Performance Standards ready by 7/1/09 and circulated for review during each planning process.
3. ISL development/management of support services

Draft Timetable

Jan – June, 2009	* Enabling Legislation: Universal Service, County Planning Models * ISL Planning Grants * Standard Planning Format * County Planning Bodies * Regional Training Sessions * Statewide Performance Standards
July – Dec, 2009	County Plans Drafted
Jan-June, 2010	County Budgets Developed To Support Plans
July-December, 2010	ISL report on the statewide impact of plans and budgets
Jan, 2011	State establishes plan for counties unable or unwilling to develop service and funding plans which meet model criteria

NEXT STEPS? GET INVOLVED!

The Coalition meets on November 24 to finalize its work, and presents it at a December 2nd meeting of the ILF Legislative Committee and a December 9th meeting of the ILF Executive Board.

* Go online through Nov 21 to rank value of Model Criteria and volunteer to work with the Coalition:
http://www.surveymonkey.com/s.aspx?sm=2roaUUWHaFiQynmM_2bu3zEA_3d_3d

* Talk to Coalition Members. Be familiar with Coalition documents posted on webjunction.

JCPL FINANCIAL STATEMENT

F1

November 30, 2008

	<u>Beginning 2008 Balance</u>	<u>Current Month Disbursements</u>	<u>Y-T-D Disbursements</u>	<u>Current Month Receipts</u>	<u>Y-T-D Receipts</u>	<u>Ending Balance</u>
Operating Fund	\$634,059.71	\$140,766.73	\$1,587,055.36	\$364,042.75	\$1,106,768.13	\$153,772.48
Includes Investments of:						
Public Library Access Card Fund	\$90.00	\$0.00	\$150.00	\$30.00	\$120.00	\$60.00
Gift Fund	\$7,476.70	\$415.62	\$9,010.06	\$250.00	\$8,683.79	\$7,150.43
DeMotte	\$2,752.56	\$35.89	\$1,773.93	\$0.00	\$947.40	\$1,926.03
Rensselaer	\$3,147.64	\$301.41	\$6,015.69	\$0.00	\$6,115.83	\$3,247.78
Wheatfield	\$1,576.50	\$78.32	\$1,220.44	\$250.00	\$1,620.56	\$1,976.62
Library Improvement Reserve Fund	\$180,040.62	\$0.00	\$0.00	\$377.50	\$5,986.21	\$186,026.83
Includes Investments of:						
Bond & Interest Redemption Fund	\$264,072.50	\$0.00	\$490,554.60	\$27,352.95	\$146,692.34	(\$79,789.76)
Includes Investments of:	\$0.00					
Rainy Day Fund	\$127,794.00	\$2,077.04	\$39,114.34	\$0.00	\$109,997.82	\$198,677.48
Includes Investments of:	\$0.00					
State Technology Fund G	\$7,711.97	\$880.00	\$10,660.00	\$0.00	\$0.00	(\$2,948.03)
Capital Projects Fund	\$295,416.57	\$174.99	\$13,259.62	\$22,321.75	\$128,324.45	\$410,481.40
Includes Investments of:	\$0.00					
Host/Hospitality Fund	\$0.00	\$0.00	\$563.50	\$0.00	\$563.50	\$0.00
Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.20	\$5.14	\$5.14
Construction Fund	\$24,523.21	\$921.19	\$13,108.91	\$293.25	\$176,639.07	\$188,053.37
Includes Investments of:	\$0.00					
Petty Cash Funds	\$120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Cash Change Fund	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Payroll Withholding Accts.						
FIT Tax Collected	\$0.00	\$6,227.76	\$64,824.01	\$6,227.76	\$64,824.01	\$0.00
FICA Tax Collected	\$0.00	\$6,059.42	\$64,343.34	\$6,059.42	\$64,343.34	\$0.00
State Tax Collected	\$2,435.82	\$2,869.07	\$29,628.64	\$2,826.22	\$30,019.04	\$2,826.22
County Tax Collected	\$1,809.13	\$2,068.07	\$21,751.14	\$2,031.34	\$21,973.40	\$2,031.39
Deferred Comp.	\$0.00	\$2,570.00	\$26,845.00	\$2,570.00	\$26,845.00	\$0.00
#125 Pre-tax Plan	\$0.00	\$2,269.40	\$24,007.42	\$2,269.40	\$24,007.42	\$0.00
Employee Life Insur.	\$1.00	\$135.80	\$1,505.80	\$135.80	\$1,504.80	\$0.00
Employee P.E.R.F.	\$5,882.32	\$0.00	\$24,702.58	\$2,194.45	\$23,202.78	\$4,382.52
Garnishments	\$0.00	\$0.00	\$315.12	\$0.00	\$315.12	\$0.00
Credit Union	\$0.00	\$2,329.01	\$29,532.68	\$2,329.01	\$29,532.68	\$0.00
EIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL ALL FUNDS.....	\$1,551,523.55	\$169,764.10	\$2,450,932.12	\$441,311.80	\$1,970,348.04	\$1,070,939.47

Bank Balances***Jasper County Public Library******Report as of: 11/30/2008***

<i>Bank</i>		
1	Alliance Bank	\$680,667.64
2	Demotte State Bank	\$15,981.63
3	Alliance Bank-LIRF Acct	\$186,026.83
5	Cash On Hand	\$210.00
6	Alliance Bank-Construction Ckg.	\$188,053.37
7	Rens. Banking Ctr CD#400040231	\$0.00
8	Rens. Banking Ctr CD#400040232	\$0.00
9	Rens. Banking Ctr CD#400040233	\$0.00
10	Rens. Banking Ctr CD#400040234	\$0.00
11	Rens. Banking Ctr CD#400040235	\$0.00
<i>Total all banks =</i>		<i>\$1,070,939.47</i>

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 100 OPERATING FUND

Jasper County Public Library

Report Date: From 11/1/2008 To 11/29/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.1 SALARIES & WAGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.11 SALARY OF LIBRARIAN	\$51,686.00	\$0.00	\$51,686.00	\$4,381.86	\$47,168.31	\$4,517.69	91.3
1.12 SALARY OF ASSISTANTS	\$857,124.00	\$0.00	\$857,124.00	\$72,540.29	\$771,825.10	\$85,298.90	90.0
1.13 WAGES OF JANITORS	\$57,644.00	\$0.00	\$57,644.00	\$4,554.72	\$46,103.68	\$11,540.32	80.0
1.21 EMPLOYER'S SHARE-FICA	\$70,688.00	\$0.00	\$70,688.00	\$6,059.42	\$64,343.34	\$6,344.66	91.0
1.22 UNEMPLOYMENT COMPENSATION	\$5,585.00	\$0.00	\$5,585.00	\$0.00	\$3,947.62	\$1,637.38	70.7
1.23 EMPLOYER'S CONTRIB.- PERF	\$63,748.00	\$0.00	\$63,748.00	\$0.00	\$61,623.71	\$2,124.29	96.7
1.24 EMPLOYER'S CONTRIB.- INS.	\$89,736.00	\$0.00	\$89,736.00	\$6,107.65	\$61,527.17	\$28,208.83	68.6
1.31 OTHER PERSONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$1,196,211.00		\$1,196,211.00	\$93,643.94	\$1,056,538.93	\$139,672.07	88.3
<i>2. Supplies</i>							
2.11 OFFICIAL RECORDS	\$950.00	\$0.00	\$950.00	\$0.00	\$782.89	\$167.11	82.4
2.12 STATIONERY AND PRINTING	\$550.00	\$0.00	\$550.00	\$0.00	\$0.00	\$550.00	0.0
2.13 OTHER OFFICE SUPPLIES	\$10,000.00	\$0.00	\$10,000.00	\$559.84	\$10,258.19	(\$258.19)	102.6
2.21 CLEANING & SANITATION SUPPLIES	\$4,750.00	\$0.00	\$4,750.00	\$964.20	\$5,724.70	(\$974.70)	120.5
2.23 OTHER OPERATING SUPPLIES	\$5,300.00	\$8.00	\$5,308.00	\$178.01	\$4,085.74	\$1,222.26	77.0
2.31 BUILDING MATERIALS & SUPPLIES	\$750.00	\$0.00	\$750.00	\$32.13	\$1,124.41	(\$374.41)	149.9
2.32 PAINT AND PAINTING SUPPLIES	\$200.00	\$0.00	\$200.00	\$0.00	\$36.10	\$163.90	18.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.33 REPAIR PARTS	\$300.00	\$0.00	\$300.00	\$0.00	\$423.44	(\$123.44)	141.1
2.41 LIBRARY SUPPLIES	\$12,950.00	\$110.60	\$13,060.60	\$1,111.60	\$9,956.42	\$3,104.18	76.2
2.42 MARKETING SUPPLIES	\$150.00	\$0.00	\$150.00	\$0.00	\$91.25	\$58.75	60.8
Subtotal	\$35,900.00	\$118.60	\$36,018.60	\$2,845.78	\$32,483.14	\$3,535.46	90.2
<i>3. Other Services and Charges</i>							
3.13 LEGAL SERVICES	\$2,500.00	\$0.00	\$2,500.00	\$163.25	\$10,218.74	(\$7,718.74)	408.7
3.14 OTHER PROFESSIONAL SERVICES	\$6,891.00	\$2,034.00	\$8,925.00	\$50.00	\$6,021.50	\$2,903.50	67.5
3.21 TELEPHONE	\$2,300.00	\$0.00	\$2,300.00	\$501.64	\$4,015.08	(\$1,715.08)	174.6
3.22 POSTAGE	\$4,000.00	\$0.00	\$4,000.00	\$44.99	\$3,564.06	\$435.94	89.1
3.23 MILEAGE	\$18,400.00	\$0.00	\$18,400.00	\$1,398.39	\$18,194.20	\$205.80	98.9
3.24 PROFESSIONAL MEETINGS	\$10,022.00	\$0.00	\$10,022.00	\$59.89	\$5,537.32	\$4,484.68	55.3
3.25 FREIGHT	\$2,000.00	\$0.00	\$2,000.00	\$27.44	\$850.94	\$1,149.06	42.5
3.26 NETWORKING	\$30,600.00	\$0.00	\$30,600.00	\$0.00	\$2,730.00	\$27,870.00	8.9
3.31 ADVERTISING & PUBLIC NOTICES	\$900.00	\$0.00	\$900.00	\$151.60	\$643.39	\$256.61	71.5
3.33 MARKETING ADVERTISING	\$800.00	\$0.00	\$800.00	\$0.00	\$710.76	\$89.24	88.8
3.41 OFFICIAL BONDS	\$255.00	\$0.00	\$255.00	\$0.00	\$205.00	\$50.00	80.4
3.42 OTHER INSURANCE	\$25,529.00	\$0.00	\$25,529.00	\$0.00	\$22,834.00	\$2,695.00	89.4
3.51 GAS	\$45,000.00	\$0.00	\$45,000.00	\$1,367.70	\$26,817.94	\$18,182.06	59.6
3.52 ELECTRICITY	\$62,000.00	\$0.00	\$62,000.00	\$5,138.96	\$59,492.80	\$2,507.20	96.0
3.53 WATER	\$1,020.00	\$0.00	\$1,020.00	\$70.25	\$995.60	\$24.40	97.6
3.54 WASTE DISPOSAL SERVICES	\$4,060.00	\$0.00	\$4,060.00	\$323.28	\$4,093.80	(\$33.80)	100.8
3.61 BUILDING & STRUCTURES	\$51,777.00	\$0.00	\$51,777.00	\$1,882.00	\$41,948.86	\$9,828.14	81.0
3.62 EQUIPMENT REPAIRS	\$700.00	\$0.00	\$700.00	\$421.33	\$479.33	\$220.67	68.5

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.72 EQUIPMENT RENTALS	\$240.00	\$0.00	\$240.00	\$9.95	\$219.50	\$20.50	91.5
3.91 DUES	\$2,312.00	\$0.00	\$2,312.00	\$27.00	\$2,103.99	\$208.01	91.0
3.93 TAXES & ASSESSMENTS	\$325.00	\$185.94	\$510.94	\$0.00	\$500.29	\$10.65	97.9
3.94 TRANSFER TO LIRF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.0
3.95 BOOK REIMBURSEMENT	\$100.00	\$327.02	\$427.02	\$29.80	\$395.90	\$31.12	92.7
3.96 PETTY CASH	\$120.00	\$0.00	\$120.00	\$0.00	\$0.00	\$120.00	0.0
3.98 MAINTENANCE/SERVICE CONTRACTS	\$66,195.00	\$0.00	\$66,195.00	\$6,363.82	\$71,230.76	(\$5,035.76)	107.6
Subtotal	\$368,046.00	\$2,546.96	\$370,592.96	\$18,031.29	\$283,803.76	\$86,789.20	76.6
<i>4. Capital Outlays</i>							
4.4 FURNITURE & EQUIPMENT	\$10,346.00	\$1,240.00	\$11,586.00	\$4,555.46	\$14,663.50	(\$3,077.50)	126.6
4.51 Books	\$144,000.00	\$11,470.37	\$155,470.37	\$13,141.81	\$122,367.92	\$33,102.45	78.7
4.52 PERIODICALS & NEWSPAPERS	\$20,180.00	\$0.00	\$20,180.00	\$348.86	\$17,957.62	\$2,222.38	89.0
4.53 NONPRINTED MATERIALS	\$72,800.00	\$3,588.04	\$76,388.04	\$8,199.59	\$59,240.49	\$17,147.55	77.6
Subtotal	\$247,326.00	\$16,298.41	\$263,624.41	\$26,245.72	\$214,229.53	\$49,394.88	81.3
Grand Total	\$1,847,483.00	\$18,963.97	\$1,866,446.97	\$140,766.73	\$1,587,055.36	\$279,391.61	85.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 130 LIRF FUND

Jasper County Public Library

Report Date: From 11/1/2008 To 11/29/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>3. Other Services and Charges</i>							
3.61 BUILDING & STRUCTURES	\$50,000.00	\$30,000.00	\$80,000.00	\$0.00	\$0.00	\$80,000.00	0.0
Subtotal	\$50,000.00	\$30,000.00	\$80,000.00	\$0.00	\$0.00	\$80,000.00	0.0
Grand Total	\$50,000.00	\$30,000.00	\$80,000.00	\$0.00	\$0.00	\$80,000.00	0.0

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Appropriation Report for 151 RAINY DAY FUND

Jasper County Public Library

Report Date: From 11/1/2008 To 11/29/2008

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3. Other Services and Charges							
3.14 OTHER PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$2,077.04	\$12,081.28	(\$12,081.28)	0.0
3.61 BUILDING & STRUCTURES	\$40,000.00	\$125,000.00	\$165,000.00	\$0.00	\$0.00	\$165,000.00	0.0
3.93 TAXES & ASSESSMENTS	\$0.00	\$18,441.06	\$18,441.06	\$0.00	\$18,441.06	\$0.00	100.0
Subtotal	\$40,000.00	\$143,441.06	\$183,441.06	\$2,077.04	\$30,522.34	\$152,918.72	16.6
4. Capital Outlays							
4.4 FURNITURE & EQUIPMENT	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Subtotal	\$10,000.00		\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
Grand Total	\$50,000.00	\$143,441.06	\$193,441.06	\$2,077.04	\$30,522.34	\$162,918.72	15.8

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

Changes to Appropriations

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
1/14/2008	100 OPERATING FUND	2.23 OTHER OPERATING SUPPLIES	\$8.00	Rebate-Lowe's, A/P #24 (Capital One)
1/2/2008	100 OPERATING FUND	2.41 LIBRARY SUPPLIES	\$110.60	Encumbered per Board Mtg Resolution 12/27/07
6/6/2008	100 OPERATING FUND	3.14 OTHER PROFESSIONAL SERVICES	\$2,034.00	Reimbursement LSTA Self Check Grant A/P #165 A/R #295 Receipt #176
4/14/2008	100 OPERATING FUND	3.93 TAXES & ASSESSMENTS	\$185.94	A/P #349 Reimbursement of state/county tax. See A/R #183
2/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$8.99	Refund/Reimbursement Cassie Garcia A/P #99
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$14.95	A/P314-Peterson refund-(see 2/29/08 receipt)
4/14/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.57	A/P268-Holobrowski, refund (see 2/8 & 2/27/08 receipts)
5/7/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$79.95	Refund/Reimbursement A/P #394- Minter
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$20.00	Refund/Reimbursement Gena Maze A/P #478
6/6/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$25.95	Refund/Reimbursement Margaret Agnew A/P #492 Receipt #248
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$24.99	Refund/Reimbursement Paula Mestrovich A/P #617 DVD Returned
7/24/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$18.00	Refund/Reimbursement Laura Odle A/P #649
8/11/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$15.99	Refund/Reimbursement Willis Cox A/P #722 Lost Book
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$12.95	Refund/Reimbursement Michael Schwanke A/P #805 Book Returned
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$15.00	Refund/Reimbursement Mike Feagans A/P #808 Book Returned
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$5.95	Refund/Reimbursement Bridget Tuohy-Helms AP#771 Lost Book
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$10.00	Refund/Reimbursement Elizabeth Hernandez A/P #779 CD returned
9/8/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$11.99	Refund/Reimbursement Catherine Klaus A/P# 774 Book Returned
10/13/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$7.94	Refund/Reimbursement Julie Myers A/P#902 2 Returned Books
11/10/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$12.85	Refund/Bk Reimbursement-Cathy Lane A/P#975
11/10/2008	100 OPERATING FUND	3.95 BOOK REIMBURSEMENT	\$16.95	Refund/Bk Returned-Cheryl Hillian A/P #978
1/2/2008	100 OPERATING FUND	4.4 FURNITURE & EQUIPMENT	\$1,240.00	Encumbered per Board Mtg Resolution 12/27/07
1/2/2008	100 OPERATING FUND	4.51 Books	\$11,423.42	Encumbered per Board Mtg Resolution 12/27/07
3/10/2008	100 OPERATING FUND	4.51 Books	\$26.95	Refund/Reimbursement USPS A/P #208
11/17/2008	100 OPERATING FUND	4.51 Books	\$20.00	Refund/Reimbursement-Mishawaka-Penn Harris P.L. ILL bk found, A/P #400
1/2/2008	100 OPERATING FUND	4.53 NONPRINTED MATERIALS	\$3,588.04	Encumbered per Board Mtg Resolution 12/27/07
10/20/2008	130 LIRF FUND	3.61 BUILDING & STRUCTURES	\$30,000.00	Additional Appropriation approved by DLGF, 10/20/08

<i>Date</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Reason</i>
10/20/2008	151 RAINY DAY FUND	3.61 BUILDING & STRUCTURES	\$125,000.00	Additional Appropriation Approved by DLGF 10/20/08
5/12/2008	151 RAINY DAY FUND	3.93 TAXES & ASSESSMENTS	\$18,441.06	Refund - A/P #177 Treas of JC, A/R #66

Net Changes by Fund

<i>Fund Number</i>	<i>Net Change</i>
100	\$18,963.97
130	\$30,000.00
151	\$143,441.06

Voucher List
Jasper County Public Library

Report Date: From 11/1/2008 To 11/29/2008

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27710	965	ACE HARDWARE	11/10/2008	Lock on display cab., surge protector, mop handle, nuts, bolts	\$51.33
27711	966	ALCO DISCOUNT STORE #290	11/10/2008	Streamers-DeM Ch. Dept, Misc. hardware for hanging items	\$18.93
27712	967	ALLSOURCE TELECOM, LLC	11/10/2008	Cordless handset, all modular plug, cable	\$386.33
27713	968	ANGELA BARTON	11/10/2008	Mileage: Counterparts mtg, Mgmt mtg, 3rd Thursday Program	\$30.42
27714	969	BAKER & DANIELS, LLP	11/10/2008	Legal Services	\$163.25
27715	970	BAKER & TAYLOR	11/10/2008	Books, Gift Books, Continuations, A-V	\$11,649.96
27716	971	BAKER & TAYLOR ENTERTAIN	11/10/2008	DVD	\$453.61
27717	972	BLUETARP FINANCIAL, INC	11/10/2008	Key Pin Punch	\$3.49
27718	973	BRENDA THOMPSON	11/10/2008	Mileage: Darcy Patterson Prog, Board Mtg, LLN	\$77.22
27719	974	CAPITAL ONE BANK (USA), NA	11/10/2008	Expenses for Cert. Mtg, Consolidation Mtg, Director's Mtg, Combo recorder, Paper Holder, Pull slides and straps	\$308.94
27720	975	CATHY LANE	11/10/2008	Returned Book	\$12.85
27721	976	CENTURION TECHNOLOGIES,	11/10/2008	Cornerstone Security Mtnce, 11/17/08-09	\$126.50
27722	977	CHER WRIGHT	11/10/2008	Public Presentation	\$50.00
27723	978	CHERYL HILLAN	11/10/2008	Book Reimbursement	\$16.95
27724	979	CHESTER TECHNOLOGIES	11/10/2008	Cisco SmartNet Annual Mtnce	\$112.00
27725	980	CLEAN EATING	11/10/2008	Subscription (12 issues)	\$21.97
27726	981	CULLIGAN OF KOUTS	11/10/2008	November Cooler Rental Fee	\$9.95
27727	982	DELL MARKETING L.P.	11/10/2008	GX 280, Desktop motherboard-DeMotte	\$174.99
27728	983	DEMCO	11/10/2008	Vision 2 CD Display Rack (2) Rens, 2 Book Trucks, Book Pockets, Record Cards, Filing Bars, Norbond, Book Jackets, Audio Album, Paper Labels, Oversized Book supports, Label Protectors	\$4,667.60
27729	984	DEX	11/10/2008	Phone Book Advertisement-Nov, Dec, Jan 2008-2009	\$270.75
27730	985	EBSCO PUBLISHING	11/10/2008	Online-Novelist 1 year	\$2,140.00
27731	986	EMILY DURAN	11/10/2008	Mileage: ILL Counterparts	\$25.74
27732	987	EDUCATION NETWORKS OF A	11/10/2008	Internet Access, Oct 2008	\$930.00
27733	988	FASE-KALUF TV & APPLIANCE	11/10/2008	Cordless Telephone Batteries	\$29.98
27734	989	FASE'S WATER TREATMENT	11/10/2008	Redout-6 bags - DeM. Lib.	\$72.00
27735	990	FLEX-PAC INC	11/10/2008	Mop Handle, Kleenex, Duster, Paper Towel, Garbage Liners, Dustmop Handle, Multifold Towels, Gleme Glass Cleaner, Rubber Gloves	\$877.57
27736	991	GA FOODS GROUP	11/10/2008	Supplies for 3rd Thursday, Supplies for Book Discussion, Mgmt Mtg	\$71.76
27737	992	GAIL JUNG	11/10/2008	Petty Cash: Postage, 9volt Batteries, Mop O'Cedar	\$56.97
27738	993	GAIL JUNG	11/10/2008	Batteries, Mini dustpan(2), Expenses for Counterparts, Recycling "Green" bags, Mileage: Dlv Board Packets, Post office, keys, Counterparts mtg, Certification Mtg, Bank	\$224.67
27739	994	GALE	11/10/2008	Books	\$1,768.61
27740	995	GAYLORD BROS.	11/10/2008	Labels, Wiggly Eyes, Tissue Paper, Colored Dots, Spine Labels, Tape, Portable Flannel board	\$132.37
27741	996	GUILDCRAFT	11/10/2008	Tissue Squares, Bucket of Beads, Pegboard	\$41.34
27742	997	INSPIRATIONAL DISTRIBUTOR	11/10/2008	Christian Books	\$76.84
27743	998	INTEGRITY SOFTWARE, INC	11/10/2008	Maintenance Renewal for Windows	\$751.62
27744	999	JENNIFER L. DOUTHIT	11/10/2008	Mileage: Mgmt Mtg	\$12.87
27745	1000	JOSEPH ZELLON	11/10/2008	Mileage: Courier & Maintenance at other branches	\$87.17
27746	1001	KIM DELGER	11/10/2008	Expenses for Circulation Counterparts	\$53.67
27747	1002	KIRBY RISK CORPORATION	11/10/2008	Light Bulbs	\$14.66
27748	1003	LEGAL DIRECTORIES PUBLIS	11/10/2008	2008 Indiana Legal Directory	\$63.75

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27749	1004	LINDA THOMPSON	11/10/2008	Mileage: Reference Counterparts	\$38.03
27750	1005	MIDWEST TAPE	11/10/2008	DVDs	\$146.91
27751	1006	NANCY PHILLIPS	11/10/2008	Expenses for 3rd Thursday, Fish Tank Supplies, DVD	\$63.63
27752	1007	OCLC NETLIBRARY	11/10/2008	Subscription to Audio books 9/1/08-8/31/09	\$3,000.00
27753	1008	PATTY STRINGFELLOW	11/10/2008	Mileage: Director's Mtg, Mgmt Mtg, Branch Visit, Consolidation Focus Group, Branch Visit	\$163.22
27754	1009	PEGGY WOODS	11/10/2008	Mileage: Walmart, Post Office	\$8.02
27755	1010	POPULAR SUBSCRIPTION SE	11/10/2008	Subscriptions to People, Seventeen, Weight Watchers	\$123.67
27756	1011	PRECISION CONTROL SYSTE	11/10/2008	Replaced and Checked return line, secured lines w/ wire, repaired leak coming from ceiling, closed supply lines, replaced valve acuator, found front right condensor fan motor bad, removed & blocked off	\$1,506.00
27757	1012	QUILL CORPORATION	11/10/2008	Shoulder rest, cord detangler, paper, Construction paper, single pockers, envelopes, hanging folders, letter size folders, calendars, planners, paper	\$895.65
27758	1013	RACHAEL CAVINDER	11/10/2008	Mileage: Deposits, Children's Counterparts, Mgmt Mtg	\$47.97
27759	1014	ROEING CORPORATION	11/10/2008	Qtly Billing-2nd Installment on Contract	\$5,000.00
27760	1015	ROTARY CLUB of RENSSELA	11/10/2008	Membership Dues - July/August 2008	\$27.00
27761	1016	SEAWOLF COMMUNICATIONS	11/10/2008	Books	\$251.40
27777	1017	SIMPLEXGRINNELL LP	11/10/2008	Replaced FACP batteries in Fire Alarms	\$280.00
27763	1018	STAPLES	11/10/2008	5 wood book cases	\$289.90
27764	1019	SUE TOBIAS	11/10/2008	Mileage: Deposits, WalMart, Post Office (Mail ILL)	\$10.01
27765	1020	TERRY CURIN	11/10/2008	File cabinet repair	\$35.00
27766	1021	TOWN OF WHEATFIELD SEW	11/10/2008	Sewer Service- Wh. Lib., Nov 2008	\$56.65
27767	1022	TRUGREEN LIMITED PARTNE	11/10/2008	Tree/Shrub Insect Control Application-Rens.	\$96.00
27768	1023	TWIN STATES/KANKAKEE VAL	11/10/2008	Legal Ads for Budget Hearing, and for Roof mtgs	\$151.60
27769	1024	TYSEN'S COUNTRY GROCERY	11/10/2008	Expenses for After School Program and Game Day	\$16.96
27770	1025	TYSEN'S FAMILY FOOD CENT	11/10/2008	Expenses for Afterschool Program and Young adult Storytime	\$35.57
27771	1026	UNIQUE MANAGEMENT SERVI	11/10/2008	Initial & Secondary Placements, September 2008	\$323.70
27772	1027	US WEEKLY	11/10/2008	12 issue subscription to US Weekly	\$51.48
27773	1028	VISION SERVICE PLAN- (IN)	11/10/2008	Insurance Premium Due- November 2008, 16 participants	\$145.34
27774	1029	WAL-MART COMMUNITY BRC	11/10/2008	Flashlight, Batteries, DVDs, CDs, Wipes, Soap, Toilet Cleaner, Air Freshner, Lysol, Tape, Goo Gone, Beads, Glue, Lace, Utility Hook, Prizes, Pencils	\$2,038.64
150178	1030	CAPITAL ONE BANK (USA), NA	11/10/2008	3 Gel Floor Mats	\$630.70
150179	1031	DEMCO	11/10/2008	1 Book truck	\$290.49
27775	1032	H.L. MOHLER & ASSOCIATES	11/10/2008	Architect Fees- Roofing projects, Oct 2008	\$2,077.04
27776	1033	NANETTE SPEACHT	11/10/2008	Mileage - Circ Counterparts Mtgs	\$57.33
27778	1034	ALLIED WASTE SERVICES #71	11/10/2008	November Trash Pick-up, Wh. Lib.	\$52.83
27779	1035	ANTHEM BLUE CROSS BLUE S	11/10/2008	Health Insurance Premium -November '08	\$8,114.47
27780	1036	ANTHEM LIFE	11/10/2008	Health Insurance Premium -November 2008	\$85.04
27781	1037	EDWARD YOUNG	11/10/2008	Courier Mileage b/w branches 10/16/08-10/31/08	\$386.10
27782	1038	FIRST TRUST CREDIT UNION	11/10/2008	Deposits w/held from November 10, 08 Payroll - 4 participants	\$1,247.52
27783	1039	GREAT-WEST RETIREMENT S	11/10/2008	Annuity pymts w/held from payroll Nov 10, 2008 - 8 Participants	\$1,285.00
0	1040	INDIANA DEPARTMENT OF RE	11/20/2008	EFT-State and County Tax Withheld November '08 Ref#55788 Verf Code 34	\$4,937.14
0	1041	IRS USA TAXPAYMENT	11/12/2008	Federal & FICA withheld from 10 Nov 08 Payroll, Ref #00779554	\$9,545.29
27784	1042	TOWN OF DEMOTTE	11/10/2008	DeMotte Lib. Sewer Services-September 2008	\$68.42
27785	1043	EMBARQ	11/10/2008	Local Phones @ Rens, Nov 2008	\$140.29
0	1044	PAYROLL	11/10/2008	PAYROLL	\$42,036.14
27786	1045	NIPSCO	11/10/2008	Wheatfield Utilities, 10/2-10/31/08	\$1,562.18
27532	1046	BUENHOGAR	11/10/2008	Check returned for Magazine Subscription. Void A/P #772 & Check.	(\$18.00)

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
0	1047	PAYROLL	11/25/2008	PAYROLL	\$39,440.73
27787	1048	AFLAC	11/25/2008	Supplemental Ins. Premium-November 2008	\$168.00
27788	1049	CHICAGO TRIBUNE	11/25/2008	Semi-Annual Newspaper Subscription, Wheatfield Lib. (11/12/08-5/13/09)	\$117.00
27789	1050	CITY OF RENSSELAER	11/25/2008	Utilities-Rens Lib, 10/8-11/7/08	\$2,784.59
27790	1051	EDWARD YOUNG	11/25/2008	Courier Mileage, 11/1-11/15/08	\$280.90
27791	1052	EMBARQ	11/25/2008	Local Phones-Wheatfield Lib, November	\$64.62
27792	1053	EMBARQ COMMUNICATIONS I	11/25/2008	Long Distance Calls, DeM & Wh. Lib, 10/8-11/7/08	\$25.98
27793	1054	FIRST TRUST CREDIT UNION	11/25/2008	Direct Deposits w/held from 25 NOV 08 Payroll	\$1,081.49
27794	1055	GREAT-WEST RETIREMENT S	11/25/2008	Annuity Contributions from 25 NOV 08 Payroll - 8 participants	\$1,285.00
0	1056	IRS USA TAXPAYMENT	11/26/2008	Federal & FICA withheld from 25 Nov 08 Payroll, Ref #00676812	\$8,801.31
27795	1057	NIPSCO	11/25/2008	DeM. Library Utilities, 10/6-11/5/08	\$2,375.52
Total Amount of Claims					\$169,764.10

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, November 28, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$169,764.10

Date this 8th day of Deember, 20 08.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

JASPER COUNTY PUBLIC LIBRARY

F5

Receipt Breakdown

November 30, 2008

	<u>THIS MONTH</u>	<u>YEAR-TO-DATE</u>	<u>TOTAL RECEIPTS THIS MONTH</u>	<u>TOTAL RECEIPTS YEAR-TO-DATE</u>
FINES & FEES:			\$2,780.97	\$34,202.20
DeMotte	\$989.82	\$10,740.27		
Rensselaer	\$1,004.82	\$14,361.14		
Wheatfield	\$786.33	\$9,100.79		
PHOTOCOPIES:			\$598.36	\$7,947.44
DeMotte	\$252.50	\$3,002.35		
Rensselaer	\$226.26	\$3,060.78		
Wheatfield	\$119.60	\$1,884.31		
INTEREST:			\$214.75	\$14,783.50
Checking/Repurchase/Savings/CD's	\$214.75	\$14,783.50		
TAXES:			\$360,353.99	\$1,037,037.40
Property Tax	\$87,118.99	\$430,958.26		
License Excise Tax	\$0.00	\$59,609.14		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
Local Option/Certified Shares	\$247,537.50	\$495,075.00		
Local Option/Property Tax Repl.	\$25,697.50	\$51,395.00		
TAXABLE SALES:-			\$2.70	\$52.29
REFUNDS:			\$91.98	\$12,745.30
Rebates/Refund	\$41.98	\$907.97		
Insurance Claims/Reimbursements/COBRA	\$0.00	\$411.33		
Meeting Room Rental	\$50.00	\$500.00		
Reimbursement	\$0.00	\$0.00		
Credit Card Rewards Redemption	\$0.00	\$0.00		
Grant Reimbursements	\$0.00	\$2,034.00		
Interfund Transfer	\$0.00	\$8,592.00		
Miscellaneous Receipts	\$0.00	\$300.00		
TOTAL OPERATING FUND RECEIPTS.....			\$364,042.75	\$1,106,768.13
PLAC FUND:-			\$30.00	\$120.00
GIFT FUNDS:			\$250.00	\$8,683.79
DeMotte	\$0.00	\$947.40		
Rensselaer	\$0.00	\$6,115.83		
Wheatfield	\$250.00	\$1,620.56		
LIB. IMPROV. RESERVE FUND: (Interest).....			\$377.50	\$5,986.21
BOND & INTEREST REDEMPTION FUND:			\$27,352.95	\$146,692.34
Property Tax	\$27,352.95	\$135,783.59		
License Excise Tax	\$0.00	\$10,908.75		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
RAINY DAY FUND:			\$0.00	\$109,997.82
Special CAGIT Distribution	\$0.00	\$108,132.68		
Interest Earned	\$0.00	\$1,865.14		
STATE TECHNOLOGY FUND GRANT FUND:-			\$0.00	\$0.00
CAPITAL PROJECTS FUND:			\$22,321.75	\$128,324.45
Interest Earned	\$772.98	\$10,084.29		
Property Tax	\$21,548.77	\$103,158.45		
License Excise Tax	\$0.00	\$15,081.71		
Financial Institution Tax	\$0.00	\$0.00		
CVET(Commercial Vehicle Excise)	\$0.00	\$0.00		
HOST/HOSPITALITY FUND:-			\$0.00	\$563.50
LEVY EXCESS FUND:-			\$0.00	\$0.00
SALES TAX:-			\$0.20	\$5.14
CONSTRUCTION FUND:			\$293.25	\$176,639.07
Int. Earned(Chkg.,CD's,Escrow)	\$293.25	\$1,831.97		
Interfund Transfer	\$0.00	\$174,807.10		
CASH CHANGE FUND			\$0.00	\$0.00
SUB-TOTAL (page 1).....			\$414,668.40	\$1,683,780.45

WITHHOLDING ACCOUNT FUNDS:

			\$26,643.40	\$286,567.59
FIT Tax Collected	\$6,227.76	\$64,824.01		
FICA Collected	\$6,059.42	\$64,343.34		
State Tax Collected	\$2,826.22	\$30,019.04		
County Tax Collected	\$2,031.34	\$21,973.40		
Deferred Comp Plan	\$2,570.00	\$26,845.00		
Pre-tax Insurance Plans	\$2,269.40	\$24,007.42		
Life Insurance	\$135.80	\$1,504.80		
PERF	\$2,194.45	\$23,202.78		
Garnishments	\$0.00	\$315.12		
Credit Union	\$2,329.01	\$29,532.68		
EIC	\$0.00	\$0.00		
Repayment	\$0.00	\$0.00		
TOTAL RECEIPTS - ALL FUNDS.....			\$441,311.80	\$1,970,348.04

Voucher List**Jasper County Public Library****Report Date: From 12/1/2008 To 12/10/2008**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
27796	1058	ACE HARDWARE	12/8/2008	Baracade Tape, Keys, Rodent Killer, Shelf repairs, CD Cabinet Mat'ls	\$75.82
27797	1059	ALLIED WASTE SERVICES #71	12/8/2008	Trash Service @Wh. Lib, December 2008	\$52.28
27798	1060	AMERICAN LIB. ASSN.	12/8/2008	Books-Readers Advisory's	\$146.20
27799	1061	ANGELA BARTON	12/8/2008	Staff Christmas Party expenses - Gift Fund; Mileage: Mgmt Mtg.	\$86.08
27800	1062	BAKER & TAYLOR	12/8/2008	Books, Continuations, Gift books, A-V	\$9,272.40
27801	1063	BAKER & TAYLOR ENTERTAIN	12/8/2008	DVD's	\$399.02
27802	1064	BRACKEMYRE PUBLISHING	12/8/2008	2009 IN Media Directory	\$85.00
27803	1065	BRENT HOFFMAN	12/8/2008	Lawn Mowing-October & Yard Cleanup-Nov.	\$200.00
27804	1066	BRIAN ORBAN	12/8/2008	4/20-11/16/08 Wheatfield Yard, Landscape, Sprinkler Maintenance	\$2,035.00
27805	1067	BLOOMFIELD CORPORATION	12/8/2008	Boiler Replacement Contract less retainage	\$25,887.50
27806	1068	BLOOMFIELD CORPORATION	12/8/2008	Boiler Contract Retainage	\$1,362.50
27807	1069	CENTRAL STATES SALES CO	12/8/2008	Outdoor bulbs, sm. Ceiling spot bulbs	\$165.50
27808	1070	CENTURION TECHNOLOGIES,	12/8/2008	Cornerstone Legacy Mtnc Fee, 11/26/08-09.	\$30.80
27809	1071	CIRCLE R ELECTRIC, INC.	12/8/2008	Reset time clock for parking lot lights @ Wh. Lib.	\$78.00
27810	1072	CULLIGAN OF KOUTS	12/8/2008	Bottled Water & Rental (Dec) - Whtfld Lib	\$44.45
27811	1073	DAN LeMONNIER	12/8/2008	Professional Services - Get Creative/Express Yourself Presentation @ DeM. Lib, 6/4/2009	\$350.00
27812	1074	DELL MARKETING L.P.	12/8/2008	22-Dell Optiplex Desktop Computers/Monitors	\$24,813.14
27813	1075	CAPITAL ONE BANK (USA), NA	12/8/2008	DVD's, Bookkeeping-ILF Mtg-Book2Bridge Region expenses, parking, Office Pro 2007 licenses, Pulse Smarpens, ESPN Desportes mag. Subsc, Restroom partition latch-Wh.; crafts	\$1,091.97
27814	1076	ELLISON EDUCATIONAL EQUI	12/8/2008	30-slot Die Storage Rack, Numbering set dies	\$204.05
27815	1077	EDUCATION NETWORKS OF A	12/8/2008	Internet Connections & Traffic Prioritization	\$930.00
27816	1078	EVELYN BRISTOL	12/8/2008	Cash Prize for Teen Read Week Program-DeM. Lib.	\$25.00
27817	1079	FLEX-PAC INC	12/8/2008	Cleaning supplies, trash liners	\$203.98
27818	1080	GAIL JUNG	12/8/2008	DVD/VCR recorders, EZ Furniture slides, cards, In-town & Bookkeeping, AVC, Board Mtg Mileage	\$752.22
27819	1081	GAIL JUNG	12/8/2008	DeMotte Petty Cash- Postage; ILF Conf. expenses-M. Beedle	\$12.97
27820	1082	GAIL JUNG	12/8/2008	Wheatfield Petty Cash: Ch. Prog expenses, scissors, postage	\$9.17
27821	1083	GALE	12/8/2008	Books	\$86.24
27822	1084	H.L. MOHLER & ASSOCIATES	12/8/2008	Architectural Services - Boiler Bid Documents Prep; Re-roofing specs, blueprints, etc.	\$1,267.46
27823	1085	HERITAGE OFFICE PRODUCT	12/8/2008	Namebadges, Whtfld. Copier Contracts (10/08/08-09)	\$797.74
27824	1086	HIGHSMITH CO. INC.	12/8/2008	2-sided Laminate Film Rolls-Rens	\$124.86
27825	1087	INFORMATION TODAY, INC.	12/8/2008	Literary Market Place	\$318.55
27826	1088	INSPIRATIONAL DISTRIBUTOR	12/8/2008	Christian serial books	\$57.84
27827	1089	INTELLIGENT CLEANING SYST	12/8/2008	Janitorial Products (AirX 17)	\$64.20
1042	1090	JASPER COUNTY PUBLIC LIBR	12/8/2008	Bank transfer from DeM. State Bank to Alliance Bank	\$15,500.00
27828	1091	JENNIFER L. DOUTHIT	12/8/2008	Mileage-ILF Conference	\$81.32
27829	1092	JILL TACHTIRIS	12/8/2008	ILF Conference Parking & Mileage	\$160.08
27830	1093	JILLIAN LOSLO	12/8/2008	Returned Lost Book-Two for the Dough	\$15.00
27831	1094	JOSEPH ZELLON	12/8/2008	Oct. & Nov. Mileage: Courier & Maintenance repairs	\$209.44
27832	1095	KAPER'S BUILDING MATERIAL,	12/8/2008	Materials for CD Cabinet-DeM.	\$496.30
27833	1096	KATHY MARKWALDER	12/8/2008	Lost CD (Usher's - Here I Stand) Returned. Refund due	\$13.88

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
27834	1097	LINDA POORTENGA	12/8/2008	Snowflake beads, ornament hangers, christmas glitter sign; Mileage:B2Bridge, ISL Mtgs, LLN, database committee, mgmt meetings	\$259.39
27835	1098	MARY MOLENAAR	12/8/2008	ILF conference expenses	\$10.71
27836	1099	MELISSA J. WIDNER	12/8/2008	Parking & Mileage-ILF Conf.	\$136.92
27837	1100	MIDWEST TAPE	12/8/2008	DVDs	\$138.95
27838	1101	ENGAGED PATRONS.ORG	12/8/2008	Events Hosting Service, 1/1/09-12/31/09	\$195.00
27839	1102	NATIONAL GEOGRAPHIC LITT	12/8/2008	2-yr subs. Nat'l Geo Little Kids- Wheatfield Lib. 12/2008-11/2010	\$29.95
27840	1103	NANETTE SPEACHT	12/8/2008	Wh. Crafts-plastic cups	\$16.59
27841	1104	OSBY WATER CONDITIONING	12/8/2008	Softner-Peroxide (Wh. Lib)	\$28.00
27842	1105	OFFICE DEPOT	12/8/2008	CD/DVD Holders, yellow copy paper	\$64.11
27843	1106	PATTY STRINGFELLOW	12/8/2008	Mileage: LLN, Board, Branch Visits, Pre-bid, ILF, Boiler Install, Director's Meetings	\$234.00
27844	1107	PEGGY WOODS	12/8/2008	ILF Conf expenses, Mileage: DVD's (Walmart)	\$11.99
27845	1108	POPULAR SUBSCRIPTION SE	12/8/2008	Magazine subscriptions (early expires)	\$425.02
27846	1109	PROQUEST LLC	12/8/2008	Rens Rep, May-Aug 2008	\$82.15
27847	1110	QUILL CORPORATION	12/8/2008	Business Cards, copy paper, labeler tape, markers, phone rest, card file	\$217.20
27848	1111	RAYANN GILMORE	12/8/2008	Staff Party centerpieces - Gift Fund	\$14.96
27849	1112	RELIABLE EXTERMINATORS, I	12/8/2008	Pest Control qtlly application-Rens Lib	\$152.00
27850	1113	RENEE CARR	12/8/2008	Publicity Long Distance Calls-June thru Oct 2008	\$11.38
27851	1114	ROEING CORPORATION	12/8/2008	HP Laserjet 4200 Mtnce Kit - Rens.	\$209.00
27852	1115	ROTARY CLUB of RENSSELAE	12/8/2008	Sep & Oct Dues	\$27.00
27853	1116	S & S WORLDWIDE, INC	12/8/2008	Craft supplies-Rens. Ch. Dept.	\$183.20
27854	1117	SALEM PRESS, INC.	12/8/2008	Magill's Medical Guide, 4th ed.	\$375.00
27855	1118	SANDY SCHOONMAKER	12/8/2008	Mileage: Walking Books (Oct & Nov)	\$19.13
27856	1119	SHEILA MAXWELL	12/8/2008	Mileage (7/16-11/13): Mgmt, counterparts, SDD, Branch trips w/Roeing; Counterpart Mtg expenses; Myscript Livescribe software	\$753.71
27857	1120	SUE TOBIAS	12/8/2008	Mileage: Bank, Post Office, New Employee Orientation	\$20.74
27858	1121	THE TIMES	12/8/2008	Newspaper Subsc. DeM. Lib. 12/21/08-12/20/09	\$221.00
27859	1122	THOMSON HEALTHCARE DMS	12/8/2008	Physician's Desk Ref-2009	\$194.85
27860	1123	TOWN OF DEMOTTE	12/8/2008	Sewer Service-DeM, October 2008	\$68.42
27861	1124	TOWN OF WHEATFIELD SEW	12/8/2008	Sewer Service-Wh. Lib. Dec, 2008	\$56.65
27862	1125	TRU-GREEN LIMITED PARTNE	12/8/2008	Fall Root Fertilization-DeM. Lib.	\$103.95
27863	1126	TWIN STATES/KANKAKEE VAL	12/8/2008	Re-Roofing Legals, KV Post & RR, 11/13 & 11/20/08	\$201.10
27864	1127	TYSEN'S COUNTRY GROCERY	12/8/2008	DeM Friends Luncheon expenses-Gift Fund	\$7.50
27865	1128	TYSEN'S FAMILY FOOD CENT	12/8/2008	AfterSchool Program expenses-DeM.& Wh. Ch.	\$8.44
27866	1129	UNIQUE MANAGEMENT SERVI	12/8/2008	Initial & Secondary Placements-Oct 2008	\$384.20
27867	1130	US MARKERBOARD	12/8/2008	Wireless Handheld Microphone for PAW 95	\$129.39
27868	1131	VISION SERVICE PLAN- (IN)	12/8/2008	Vision Premium, 16 employees-December 2008	\$145.34
27869	1132	WORLD BOOK INC.	12/8/2008	Speciality Encyclopedias-Disasters, Science Nature, Human Body, People/Places, Amer Presidents, etc.	\$1,064.00
27870	1133	WAL-MART COMMUNITY BRC	12/8/2008	DVDs, Music CDs, Ch. Dept supplies(paint, glue, baggies, fabric, candle, disp gloves, duct tape,ribbon, sharpies)	\$945.41
27871	1134	AFFORDABLE ALTERNATIVES	12/8/2008	LOOK FOR! Labels	\$25.40
150180	1135	DEMCO	12/8/2008	Vision 2 (CD display) sign & sign holders, wall/counter signage & CPU holder-Wh. Construction Project	\$1,390.78
150181	1136	PHILLIP KUHNS	12/8/2008	Room signs-Wh. Bldg Project - deposit	\$747.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
					Total Amount of Claims
					\$96,815.49

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, December 04, 2008

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 3 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$96,815.49

Date this 8th day of December, 20 08.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Jasper County Public Library on 1/1/1999.

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